

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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THIRD ANNUAL PHA PLAN FOR FISCAL YEAR: 2012

PHA NAME: LOWELL HOUSING AUTHORITY

Final June 13, 2012

6.0	PHA Plan Update																																																																																																																																			
	<p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>(a) Elements revised since 2011 are as follows:</p>																																																																																																																																			
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	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, Rental Assistance Demonstration and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>As noted in the Goals above the LHA is planning the following actions:</p> <table border="0"> <tr> <td>HOPE VI Projects:</td> <td>No action is proposed</td> </tr> <tr> <td>Mixed Finance Projects:</td> <td>Planning an assessment</td> </tr> <tr> <td>Demolition:</td> <td>None Planned</td> </tr> <tr> <td>Disposition:</td> <td>The LHA will explore the disposition of scattered sites</td> </tr> <tr> <td>Conversion of Public Housing [RAD]:</td> <td>The LHA will consider this strategy for its Scattered Site Program</td> </tr> <tr> <td>Homeownership Programs:</td> <td>The LHA wants to increase the HCV HO program by 10% a year and is considering a Section 32 application for approval</td> </tr> <tr> <td>Project Based Vouchers:</td> <td>The LHA intends to increase the PBV by 24 vouchers.</td> </tr> </table> <p><u>Note on Project Based Vouchers</u></p>	HOPE VI Projects:	No action is proposed	Mixed Finance Projects:	Planning an assessment	Demolition:	None Planned	Disposition:	The LHA will explore the disposition of scattered sites	Conversion of Public Housing [RAD]:	The LHA will consider this strategy for its Scattered Site Program	Homeownership Programs:	The LHA wants to increase the HCV HO program by 10% a year and is considering a Section 32 application for approval	Project Based Vouchers:	The LHA intends to increase the PBV by 24 vouchers.
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7.0	<p>The Lowell Housing Authority is currently administering one hundred fifteen (115) Section 8 Project Based units, located in the census tracts with poverty rates of less than twenty percent (20%) or in areas where the Authority has obtained HUD approved waivers</p> <p>Among the units under contract, eight five (85) units are existing housing or substantial rehabilitation of row house and garden style apartments with owners providing and paying for heat, water heater and cooking. Thirty (30) units are newly constructed duplex housing units, equipped with modern appliances, private parking, yards, built-in microwave, dishwashers, washer and dryer hookup, one and one half (1 ½) bathrooms. They are situated in close proximity to public transportation, school, church, shopping center and easily accessible to downtown Lowell and major routes.</p> <p>To meet our agency goals as outlined in our 5 Year Plan, which are consistent with the deconcentration of poverty and expanding housing and economic opportunities for program participants, the Authority is working in collaboration with the city of Lowell's Division of Planning and Development (DPD) to identify additional suitable units. It is our intent to increase our units by 24. Recognizing the growing demand for affordable housing, the Authority is placing more emphasis on our efforts to create long term affordable housing by reaching out to new private property owners. It is our goal to project base an additional twenty four (24) units in the Lowell community within the next five years.</p>														
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>														
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>See Attachment G</p>														
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>See Attachment H</p>														
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>														

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>There is no new data available at this time which would cause the housing needs analysis done in 2010 to be changed.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>The following are the strategies prioritized in the 5 Year Plan Goals for Year 3 [October 2012-September 2013].</p> <p>Physical Facilities:</p> <ol style="list-style-type: none"> 1. Develop new housing using Replacement Housing Funds, Section 32, Project Based Section 8 (set aside 24 additional vouchers). 2. Create 25 accessible units of LRPH as per agreement with HUD in connection with the Federalization of a State public housing project. <ol style="list-style-type: none"> a. Identify small units which can be combined into one larger and accessible unit b. Use Replacement Housing Factor funds to create disabled family housing 3. Diminish the scattered site inventory by sale to tenants, disposition to investors or by demolition and replacement. Review the new Rental Assistance Demonstration as an approach 4. Review the barriers to marketability in LRPH developments and develop a plan to improve them 5. As opportunities arise, Federalize State Public Housing developments <p>Management Operations</p> <ol style="list-style-type: none"> 1. Identify income suitable candidates for homeownership and invite them to pursue homeownership 2. Deconcentrate poverty by: <ol style="list-style-type: none"> a. Exploring the use of multiple Payment Standard tiers for HCV b. Strengthen Julian Steele counseling program for households being relocated 3. Create a higher functioning agency 4. Fine tune asset management to be more effective in practice 5. Improve MIS so that it supports better asset management by <ol style="list-style-type: none"> a. Developing more consistent reports b. Conduct a network audit to guide improvements <p>Client Services</p> <ol style="list-style-type: none"> 1. Attract more service organizations to serve LHA clients 2. Identify more clients and recruit them for the HCV and LRPH FSS programs 3. Continue to add translated documents to the LEP library. Create a catalogue of these for access on line by staff and others 4. Expand the scope and number of enrichment programs, especially for public housing youth in the school system 5. Bring staff/contractor on board to work with clients who are mentally disabled/impaired and/or explore other options to address the needs of the mentally ill and disabled, especially the non-elderly

10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5- Year Plan.</p> <p style="text-align: center;"><i>See Attachment A</i></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>The LHA has determined that a significant amendment or modification will only occur if a formal vote of the Board of Commissioners is required for any changes to the Capital Fund Plan which has a budgetary consequence greater than 25% and which requires a vote of the Board of Commissioners. In addition, any plan to implement a decision to demolish or dispose of a development or to designate a development as elderly only or disabled only, which already requires a hearing and Board approval process as well as HUD approval, will be considered a significant amendment or modification to the PHA Plan.</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>© Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

#	Attachments
A	2010-2014 Five Year Plan Goals & Progress Year 3
B	B1 Financial Resources
	B2 AMPs Budgets
C	Flat Rents in Low Rent Public Housing
D	HCV Payment Standards
E	Updated Utility Schedule and Maintenance Charges
F	RAB List and Comments
G	CFP – Annual Statement
H	CFP – 5 Year Plan
I	VAWA
J	Civil Rights Statement
K	Certifications

ATTACHMENT A: 2010-2014 LHA FIVE YEAR GOALS AND PROGRESS IN MEETING GOALS YEAR 2

PROGRESS REPORT FOR YEAR [OCTOBER 1, 2011 THROUGH MAY 31 2012 AND ESTIMATED PROGRESS BY SEPTEMBER 30, 2012] IN MEETING THE 5-YEAR PLAN MISSION AND GOALS 2010-2014

The following goals and objectives were developed by the residents, staff and commissioners and serve as the major guiding priorities for the five years 2010-2014.

Goals for Year 2 2011-2012	Progress through May 31, 2012 and Estimated Progress through September 30th 2012
Physical Facilities:	
Develop new housing using Replacement Housing Funds, Section 32, Project Based Section 8 (set aside 35 additional vouchers) and Neighborhood Stabilization Funds	Application submitted to HUD in March 2012, with proposal to create four units of handicap accessible housing. The plan includes the disposition of LHA scattered site properties.
Create at least 25 new accessible units for the elderly and disabled	To date, we have created 5 new handicap accessible units. One unit is located at Francis Gatehouse and the others are situated at Bishop Markham.
Federalize all State housing	Father Morrisette Manor was federalized in April 2011.
Create emergency shelter unit for use by emergency services such as the Red Cross	The Community Emergency Shelter is currently being leased by Community Teamwork Inc., and provides emergency housing to families from all over the state of Massachusetts.
Management Operations	
Increase HCV Homeownership by 10% a year	Over the past 12 months two families have purchased a home. We are aggressively working to qualify additional families for home ownership opportunities in the coming year.
Explore the use of multiple Payment Standard tiers for HCV to deconcentrate poverty	The establishment of multiple Payment Standards was found to not be needed to increase leasing opportunities. Many families involved in a relocation were able to lease units in high opportunity areas without the need to multiple Payment Standards.
Create a higher functioning agency by	
Increasing Communication making it more informed and more cohesive	Regular meetings are conducted with senior staff and Property Managers to ensure a continuous flow of communication with staff.
Increase training such as providing REAC training for all staff	The Lowell Housing Authority was successful in attaining some of its highest REAC scores in 2011. This was due to the overall commitment of the staff and staff knowledge of REAC inspection criteria.
Conduct focused staff assessments with a view to making assignment changes for experience and in effect cross training and performance	More work will be focused in this area in the coming year.
Fine tune asset management so that it is more effective in practice	At this time we are looking at operational, procurement and staffing procedures to ensure the optimal results of asset based management.
Improve MIS so that it supports better asset	This has been an on-going process. A new LHA website is

Goals for Year 2 2011-2012	Progress through May 31, 2012 and Estimated Progress through September 30th 2012
management by	being developed that will allow for better access to LHA forms.
Cleaning up data	We have worked through many computer issues by cleaning up erroneous data and inputting missing data.
Training	Training is offered on a continuous basis for Microsoft, Excel and other software programs
Enforcing accountability for data input	Monitoring of data input is checked on a quarterly basis and issues are brought to the attention of those making errors or inputting inaccurate information.
Providing manuals for asset management and other functions	It is our hope that training manuals will be compiled for distribution in the coming months
Client Services	
Attract more service organizations to serve LHA clients	Elder Services continues to provide support services to our residents in elderly housing and congregate housing. We continue to seek funding for a mental health professional to assist with issues that arise in our developments.
Provide more broadband service within elderly developments and connect to the University of Lowell	Service is in place at all of our elderly developments.
Identify more clients and recruit them for the HCV FSS program	<p>The Merrimack Valley Food bank will be expanding it's weekly Farmer's Market (June-Oct) to now include the Bishop Markham Village Development this year. The Farmer's Market has been successfully held at North Common for the past 3 years as well as George W. Flanagan since 2011.</p> <p>Lowell Wish Project: LHA continues to be a member which allows our residents access to free donated goods as well as Easter baskets, school backpacks, Christmas presents, Mother's Day gift bags, etc.</p> <p>Manolis Family Foundation: LHA continues to obtain Thanksgiving meals for its families in need</p> <p>Comfort Home Care: Will be providing "Health & Wellness" informational sessions for those residents within our family and elderly/disabled housing developments. Each session will cover specific health/safety topics applicable to the population being addressed.</p> <p>South Bay Mental Health: LHA continues to refer interested residents for mental health services via an expedited referral process.</p> <p>Merrimack Valley Housing Partnership: LHA continues to refer and pay for the cost of the First Time Homebuyer's Course for any interested resident.</p>

Goals for Year 2 2011-2012	Progress through May 31, 2012 and Estimated Progress through September 30 th 2012
	<p>CTI, Inc: LHA refers many of its residents for enrollment in the free Financial Literacy Academy as well as the (IDA) Individual Development Account Program. Many of our residents also attend “Financially Hers” Workshops which offer financial-empowerment to the female population.</p> <p>Lowell Five Savings Bank: Local branch staff continue to provide financial/budget workshops to our FSS and Transitional Housing families.</p> <p>GLTHS Cosmetology Program: Students continue to provide monthly cosmetology services for our elderly/disabled residents at both Archambault Towers and Francis Gatehouse.</p> <p>Merrimack Valley Podiatry: Provides podiatric foot care to elderly/frail disabled residents within Congregate Housing.</p> <p>VNA of Greater Lowell: Provides Annual Flu Vaccination Clinics at our elderly/disabled housing developments. The agency also hosts monthly Blood Pressure Clinics at some of our elderly housing developments.</p> <p>Starwood Veterinary Clinic: Bi-Annual Rabies Vaccination Clinics are held on-site at each of our elderly/disabled housing developments (Appt. fee is waived and client is charged only for vaccinations/services rendered).</p> <p>Fair Housing Center of Greater Boston: LHA hosted a Fair Housing Training for area landlords in April 2011 and has scheduled a Civil Rights Training in May 2012 for all interested residents.</p> <p>NeedyMeds.org: Has provided LHA with 1,000 discount pharmacy cards and accompanying literature for distribution to its residents.</p> <p>Mill City Grows: A non-profit endeavor, Mill City Grows will be providing educational sessions and support surrounding the establishment of both container gardening and a resident community garden at both George W. Flanagan and North Common Village housing developments during the Spring 2012.</p>
Identify more clients and recruit them for the HCV and LRPH FSS programs	<p>Received continued funding for both the HCV and LRPH FSS Programs for FY2011.</p> <p>Each year, an informational mailing for the FSS Program is forwarded to all HCV voucher holders and LRPH residents. Leasing staff notifies HCV participants about the FSS Program during each briefing while PH Property Managers notify their</p>

Goals for Year 2 2011-2012	Progress through May 31, 2012 and Estimated Progress through September 30 th 2012
	<p>residents during move-ins as well as re-exams. HCV recipients who contact the LHA regarding homeownership are referred to the FSS Program, especially since many require credit repair, accrual of savings and increased employment/income prior to being eligible for a mortgage.</p> <p>FSS Provider Coordinating Committee: Lowell Housing Authority and Chelmsford Housing Authority FSS Programs have partnered together to administer a joint Provider Coordinating Committee which meets on a quarterly basis.</p>
Continue to add translated documents to the LEP library. Create a catalogue of these for access on line by staff and others	The Lowell Housing Authority continues to utilize the Cross Cultural Communication System to translate new or revised documents and resident correspondence.
Review the lease and make revisions as appropriate	Completed
Expand the scope and number of enrichment programs, especially for public housing youth in the school system	<p>Free piano & voice lessons offered one time weekly at The Learning Chelmsford St. as well as during the Summer Youth Activities Program During the past year, one youth improved her piano skills to the level of being eligible to participate in a private recital.</p> <p>Community Teamwork: Provides one Foster Grandparent Program Volunteer for Learning Zone-Market St.</p> <p>Merrimack Valley Food Bank/Project Bread: Continues to provide summer meal program to both of our Summer Program sites.</p> <p>Coalition For A Better Acre (CBA): The CBA provides an Assistant Youth Coordinator at the Learning Zone Market St. In addition, the CBA is instrumental in securing volunteer tutors to provide additional academic support to the children.</p> <p>Recycling initiatives are conducted at both Learning Zone sites. The children choose rewards based upon the accrued monetary funds from recycling/redemption.</p> <p>Curious Creatures: Provided an educational exotic animal show for both Learning Zone sites in May 2011.</p> <p>Zoo New England: A presentation was provided for all children within our 2011 Summer Youth Activities Program via a Merrimack Valley Food Bank grant.</p> <p>Lowell Community Health Center League of Youth: Conducted a 6 week program surrounding teen issues for children ages 9-12 at the George W. Flanagan housing development.</p>

Goals for Year 2 2011-2012	Progress through May 31, 2012 and Estimated Progress through September 30 th 2012
	<p>Lowell Kids Week 2012: Learning Zone children spent a day attending activities held at the Boott Cotton Mills Museum. In addition, the children created decorative recycling bins to be used/displayed at the various Kid's Week locations.</p> <p>Mill City Grows: A non-profit endeavor, Mill City Grows will be providing each Learning Zone After-School Program with an educational presentation which will include establishing container gardens for all children in April 2012.</p> <p>MSPCA @ Nevins Farm, Methuen, MA: The Learning Zone children will be participating a in a field trip to the during April 2012 school vacation which will include tours of the facility, animal care education, adoption policy review as well as a focus on volunteerism.</p> <p>Pollard Memorial Library: A Weekly Reading Program is conducted at the Learning Zone Market St. The children receive awards as they attain their reading goals.</p>

Notes:

1. HCV FSS Results through September 30, 2011

- As of 9/30/11, the HCV FSS Program encompassed 30 individuals.
- There have been 3 successful contract completions
- 2 participants voluntary gave up their HCV vouchers and therefore ended participation in the FSS Program
- 2 new participants joined HCV FSS since 9/30/11
- 15 participants employed full-time
- 6 participants employed part-time
- 1 held a weekly volunteer position
- 6 participants enrolled in college courses/degree programs
- As of 9/30/11: 13 participants had escrow balances with an average escrow balance of \$3,086. All escrow balances totaled \$40,117.37
- All participants are working on Credit Repair
- Many participants have established a goal of Homeownership within their FSS Contract

2.) HCV LRPH FSS Results through March 15, 2012

- 7 participants have been secured since the September 2011 start of the LRPH FSS Program
- 2 participants employed full-time
- 2 participants employed part-time
- 1 participant enrolled in a GED Program

- 2 participants enrolled in college courses/degree programs
- 1 participant enrolled in a Certified Nursing Assistant Program
- 1 participant presently accruing escrow with a balance of \$70.00
- All participants are working on Credit Repair

ATTACHMENT B1: FINANCIAL RESOURCES

Financial Resources: Planned Sources and Uses 10/1/2012-9/30/2013		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund	6,439,000	
A. Public Housing Capital Fund	2,511,582	
B. HOPE VI Revitalization	0	
C. HOPE VI Demolition	0	
D. Annual Contributions for Section 8 Tenant-Based Assistance	13,227,175	
E. Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
a) Resident Opportunity and Self-Sufficiency Grants	305,000	
b) Community Development Block Grant	0	
c) HOME	0	
Other Federal Grants (list below)	0	
FSS Coordinator/Homeownership Grant	65,558	Public Housing Operations
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund Program	1,207,221	Public Housing Capital Improvements
3. Public Housing Dwelling Rental Income		
Federal Low Rent Public Housing	6,588,000	Public Housing Operations
4. Other income (list below)		
Investment Income(Federal)	6,574	Public Housing Operations
Other Income other than rent and interest.	302,000	Public Housing Operations
5. Non-federal sources (list below)		
State Low Rent Public Housing including MRVP vouchers	2,387,000	
Unrestricted Investment Income (State)	850	Public Housing Operations
Total Resources	\$33,039,960	

ATTACHMENT B2: AMP BUDGETS 10/1/2012-9/30/2013

Acct #	Account Description	AMP 1 - 524 DU	AMP 2 - 300 DU	AMP 3 - 426 DU	AMP 4 - 391 DU
REVENUES					
3110.00	Dwelling Rental Income	2,066,160	1,375,745	1,514,658	1,546,611
3120.00	Excess Utilities	23,111	13,090	8,120	12,240
3692.00	Tenant Revenue - Other	21,886	2,966	1,997	2,236
	Total Tenant Revenue Other	44,997	16,056	10,117	14,476
	Total Tenant Revenue	2,111,157	1,391,801	1,524,775	1,561,087
8020.00	Current Year Operating Subsidy	2,236,000	1,522,000	1,488,000	1,193,000
3610.00	Investment Income - Unrestricted	6,574	-	-	-
3431.00	Investment Income - Restricted				
3190.00	Section 8 Rental Income				
3690.00	Other Revenue	22,582	31,635	99,352	122,705
3690.15	Admin Fee				
3690.71	Admin Fee - Cooper				
	Total Other Revenue	22,582	31,635	99,352	122,705
6120.00	Gain/(Loss) on Equipment Disposal	-	-	-	-
9110.00	Operating Transfers - In	5,750	5,750	5,750	5,750
	Capital Grant Allocation	-	-	-	-
	Other Grant Allocation	-	-	-	-
	Section 8 Allocation	-			
Total Revenue		4,382,063	2,951,186	3,117,877	2,882,542
ADMINISTRATIVE EXPENSES					
4110.00	Salaries - Reg.	247,258	218,170	233,084	242,219
4110.01	Salaries - O.T.	-	-	-	-
4110.00	Total Administrative Salaries	247,258	218,170	233,084	242,219
4171.00	Auditing Fees	2,752	1,576	2,237	2,353
4540.00	Employee Benefit Contributions - Admin	152,918	140,679	146,875	149,656
4130.00	Legal	13,749	8,098	7,021	8,598
4140.00	Staff Training	2,500	3,100	4,500	1,500
4150.00	Travel / Parking	-	65	-	195
4170.00	Accounting Fees	-	-	-	-
4190.01	Stationary / Supplies	1,298	1,329	867	746
4190.02	Telephone / Alarm / Internet / Elevator	28,763	14,109	20,059	22,542
4190.04	Advertisement	124	124	351	737
4190.05	Publications / Postage	6,116	5,363	6,583	6,094
4190.06	Equipment Maintenance & Repair	-	-	-	-
4190.07	Membership Dues & Fees	272	272	272	-
4190.08	Armored Car Service	-	-	-	-
4190.09	Consulting Fees	4,225	4,225	4,225	4,225
4190.10	Miscellaneous Sundry	-	-	-	-
4190.11	Court Costs	-	-	-	-
4190.12	Fiscal Agent Fees	-	-	-	-
4190.13	Information Technology	12,349	10,282	12,863	10,484

Acct #	Account Description	AMP 1 - 524 DU	AMP 2 - 300 DU	AMP 3 - 426 DU	AMP 4 - 391 DU
4190.14	Office Equipment Purchases <\$500	-	-	-	-
4190.17	Temporary Labor	-	-	-	-
4190.18	Reproduction	-	-	-	-
4190.19	Sundry	-	-	-	-
4190.20	Drug Testing	-	-	-	-
4190.21	Administrative Fees	-	-	-	-
4190.00	Sundry Administrative	69,396	46,967	56,741	55,121
	Asset Management Fee	540,642	309,528	439,530	462,228
Total Administrative Expense		1,012,966	716,920	878,466	911,577
TENANT SERVICES					
4210.00	Salaries - Reg.	20,000	12,500	5,000	-
4210.01	Salaries - O.T.	-			
4210.00	Total Tenant Services Salaries	20,000	12,500	5,000	-
4540.00	Employee Benefit Contributions	-	-	-	-
4220.00	Recreation & Publications	-	-	-	-
4230.00	Contract Costs	21,672	13,399	11,847	12,373
	Total Non-Salary	21,672	13,399	11,847.00	12,373
Total Tenant Services Expense		41,672	12,500	16,847	12,373
UTILITIES					
4355.01	Labor - Reg.	-	-	-	-
4355.02	Labor - O.T.	-	-		
4355.00	Total Utilities Labor	-	-	-	-
4540.00	Employee Benefit Contributions	-	-	-	-
4310.00	Water (Includes Sewer Charges)	160,000	215,000	78,000	77,000
4320.00	Electricity	405,000	255,000	265,000	399,000
4330.00	Gas	390,000	355,000	275,000	165,000
4390.00	Other	-	-	-	-
Total Utility Expense		955,000	825,000	618,000	641,000
ORDINARY MAINTENANCE & OPERATION					
4410.00	Labor - Reg.	784,921	630,932	563,632	529,578
4410.01	Labor - O.T.	15,698	12,619	11,273	10,592
4410.00	Total Maintenance Labor	800,619	643,550	574,905	540,170
4420.00	Materials and Other	129,111	101,581	94,698	111,613
4430.01	Auto Rentals & Repair	6,075	12,643	2,368	3,854
4430.02	Lock & Key Repair				
4430.03	Electrical Repairs	2,102	-	-	13,196
4430.04	Structural Repairs				
4430.05	Equipment Repairs & Rentals	5,471	1,563	6,286	8,473
4430.06	Repairs & Rentals	11,376	-	-	-
4430.07	Heating & AC Repairs	19,121	10,139	26,670	2,241
4430.08	Elevator Maintenance	-	-	38,640	19,721
4430.09	Heaters & Ranges				
4430.10	Engineers & Consultants				

Acct #	Account Description	AMP 1 - 524 DU	AMP 2 - 300 DU	AMP 3 - 426 DU	AMP 4 - 391 DU
4430.11	Fire & Alarm Services	6,314	1,295	6,521	7,834
4430.14	Licenses & Permits	8,400	4,800	6,900	8,250
4430.15	Auto Allowances				
4430.16	Garbage Truck Repairs				
4430.17	Sewage & Plumbing				
4430.18	Paving & Fencing				
4430.19	Grass Cutting	744	744	-	4,947
4430.20	Other Contract Costs	41,238	43,390	24,802	41,615
4430.22	Garbage Collection	112,114	32,400	59,292	21,040
4430.23	Tree Removal				
4430.24	Pest Control	24,314	19,534	49,685	32,195
4430.25	Uniforms	5,314	4,888	3,193	2,874
4430.26	Work Tasks				
	Total Contract Costs	242,583	131,396	224,357	166,240
4540.00	Employee Benefit Contributions	495,148	414,969	362,269	333,747
Total Ordinary Maintenance & Operation		1,667,462	630,932	1,256,228	1,151,769
PROTECTIVE SERVICES					
4465.01	Labor				
4465.02	Labor - O.T.				
4465.00	Total Protective Services Labor	-	-	-	-
4480.00	Contract Costs				
4540.00	Employee Benefit Contributions				
	Total Protective Services	-	-	-	-
GENERAL					
4510.01	Insurance - General Coverage	9,698	6,321	3,204	5,167
4510.02	Workmans Compensation	29,428	23,542	21,580	19,619
4510.03	Self Insurance - Liability	27,237	15,594	18,324	19,270
4510.04	Self Insurance - Fire	32,671	60,422	24,284	26,772
	Total Insurance	99,033	105,880	67,392	70,828
4520.00	Payments in Lieu of Taxes	115,616	56,680	90,678	92,009
4570.00	Collection Losses				
4580.00	Interest Expense				
4530.00	Terminal Leave				
	Total General Expenses	214,649	162,560	158,070	162,837
TOTAL ROUTINE EXPENDITURES					
	Total Routine Operating Expense	3,021,875	3,021,875	2,927,611	2,879,556
Excess Operating Revenue over Operating Expenses		490,314	(70,689)	190,266	2,986
NON-ROUTINE EXPENDITURES					
4610.00	Extraordinary Maintenance	121,000		10,000	13,000
	Capital Needs	13,300	23,900	113,000	39,500
Total Non-Routine Expenses		134,300	23,900	123,000	52,500

Acct #	Account Description	AMP 1 - 524 DU	AMP 2 - 300 DU	AMP 3 - 426 DU	AMP 4 - 391 DU
	RESIDUAL RECEIPTS OR DEFICIT				
	Total Expenses	4,026,049	3,045,775	3,050,611	2,932,056
	Excess Operating Revenue over Operating Expenses	356,014	(94,589)	67,266	(49,514)

ATTACHMENT C: FLAT RENTS

FLAT RENTS FOR THE PUBLIC HOUSING PROGRAM

EFFECTIVE OCTOBER 1, 2012

Bedroom Size	All Developments
0	\$412
1	\$465
2	\$550
3	\$600
4	\$700
5	\$750
6	\$800

ATTACHMENT D: HCV PAYMENT STANDARDS

Section 8 Program Fair Market Rents and Payment Standards for 2012-2013

Fair Market Rents

0BR	1BR	2BR	3BR	4BR	5BR
750	861	1,107	1,322	1,450	1,668

Payment Standards

0BR	1BR	2BR	3BR	4BR	5BR
792	947	1,218	1,454	1,595	1,835

These payment standards were effective 12/1/2011

All rents approved, including HCV Vouchers, are subject to reasonableness and comparable rents offered in this area.

The above rents include all utilities. the utility schedule must be used to establish new rent without utilities.

Income Limits

Area Median Income \$91,700 FY 2011 Section 8 and Fed Public Housing.

PERSONS	30% of Median Income EFF. 07/13/11	50% of Median Income Very Low Income EFF. 07/13A1	80% of Median Income Low Income EFF. 07A3A1	State Housing EFF. 10/8/08	MRVP EFF.09/01/11
1	\$19,250	\$32,100	\$44,950	\$43,050	\$21,780
2	\$22,000	\$36,700	\$51,400	\$49,200	\$29,420
3	\$24,750	\$41,300	\$57,800	\$55,350	\$37,060
4	\$27,500	\$45,850	\$64,200	\$61,500	\$44,700
5	\$29,700	\$49,550	\$69,350	\$66,400	\$52,340
6	\$31,900	\$53,200	\$74,500	\$71,350	\$59,980
7	\$34,100	\$56,900	\$79,650	\$76,250	\$67,620
8	\$36,300	\$60,550	\$84,750	\$81,200	\$75,260

OCCUPANCY STANDARDS

	# OF PERSONS	
CERT/VOUCHER SIZE	MINIMUM	MAXIMUM
0	1	1
1	1	2
2	2	4
3	3	6
4	5	8
5	8	10

ATTACHMENT E: UTILITY ALLOWANCE SCHEDULE

**SUMMARY ALLOWANCE FOR TENANT-FURNISHED UTILITIES AND OTHER SERVICES - LOWELL HOUSING
AUTHORITY**

Summary Allowance for Tenant-Furnished Utilities and Other Services

Locality : Lowell Housing Authority		National Grid / Keyspan						Date : 09/01/2011
6575 AHDD		Monthly Dollar Allowances						
Unit Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR	7 BR
Mobile Home (Manufactured Home)*								
a. Natural Gas	46	56	72	93	116			
b. Electric	42	51	66	85	106			
c. Bottle Gas	116	140	181	232	291			
d. Oil	105	126	163	210	262			
High-Rise with Elevator								
a. Natural Gas	47	54	64	78	88	110	126	143
b. Electric	38	47	58	71	88	103	118	133
Row House/Garden Apt (Rowhouse/Townhouse)*								
a. Natural Gas	46	61	83	104	126	146	168	190
b. Electric	42	56	76	95	115	134	154	174
c. Bottle Gas	115	154	209	260	315	366	421	476
d. Oil	104	139	188	235	284	330	380	429
Two-Three Family/Duplex (Semi-Detached)*								
a. Natural Gas	56	72	95	118	138	157	181	205
b. Electric	51	66	87	108	127	144	166	187
c. Bottle Gas	140	180	238	296	347	395	454	513
d. Oil	126	163	215	267	313	356	409	462
Older Multi-Family (Low Rise)*								
a. Natural Gas	50	65	87	108	130	149	171	194
b. Electric	46	60	80	99	119	136	157	177
c. Bottle Gas	125	164	219	270	325	373	429	485
d. Oil	113	148	197	244	293	336	387	437
Older Home Converted (Semi Detached)*								
a. Natural Gas	53	68	91	113	135	151	174	197
b. Electric	49	62	84	104	123	138	159	180
c. Bottle Gas	133	171	229	284	338	379	436	493
d. Oil	120	154	206	256	305	342	393	445
Single Family Detached								
a. Natural Gas	61	82	99	124	141	163	188	212
b. Electric	56	75	90	114	129	150	172	194
c. Bottle Gas	152	207	247	312	352	410	471	533
d. Oil	137	186	223	281	318	369	425	480
All Unit Types-Cooking								
a. Natural Gas	8	10	13	16	20	21	25	28
b. Electric	7	9	12	15	18	20	23	26
c. Bottle Gas	19	24	32	40	50	54	62	70
All Unit Types-Electricity	25	32	42	52	65	70	81	91
All Unit Types-Water Heat								
a. Natural Gas	10	12	16	20	25	27	31	35
b. Electric	12	15	20	25	31	33	38	43
c. Bottle Gas	24	31	41	51	63	68	78	88
d. Oil	19	25	33	41	51	55	64	72
Range (Tenant Owned)	3	3	4	4	4	4	4	4
Refrigerator (Tenant Owned)	3	3	3	5	5	7	7	7
Water								
Sewer								

**Summary - Air Conditioning
Allowance for Tenant-Furnished
Utilities and Other Services**

Locality : Lowell Housing Authority		National Grid / Keyspan					Effective Expires:	09/01/2011 08/31/2012
6575 AHDD		Monthly Dollar Allowances						
Unit Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Mobile Home (Manufactured Home)*	9	12	15	19	23			
High-Rise with Elevator	6	7	10	12	14		16	
Row/House Garden Apt. (Rowhouse/Townhouse)*	6	8	11	13	16		18	
Two-Three Family Duplex (Semi-Detached)*	6	8	11	13	16		18	
Older Multi-Family (Low Rise)*	6	7	10	12	14		16	
Older Home Converted (Semi-Detached)*	6	8	11	13	16		18	
Single Family Detached	11	14	18	23	27		30	

Allowance for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 9/30/2010)

Locality		Lowell Housing Authority National Grid / Keyspan		Unit Type High Rise (High Rise with Elevator)*		Effective 09/01/2011 Expires 08/31/2012	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	47	54	64	78	88	110
	b. Electric	38	47	58	71	88	103
	c. Bottle Gas						
	d. Oil						
Cooking	a. Natural Gas	8	10	13	16	20	21
	b. Electric	7	9	12	15	18	20
	c. Bottle Gas						
Other Electricity		25	32	42	52	65	70
Air Conditioning		6	7	10	12	14	16
Water Heating	a. Natural Gas	10	12	16	20	25	27
	b. Electric	12	15	20	25	31	33
	c. Bottle Gas						
	d. Oil						
Water							
Sewer							
Trash Collection							
Range/Microwave		3	3	4	4	4	4
Refrigerator		3	3	3	5	5	7
Other -- specify							
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.					Utility or Service	per month cost	
Name of Family					Heating	\$	
					Cooking		
Address of Unit					Other Electric		
					Air Conditioning		
Number of Bedrooms					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Range/Microwave		
					Refrigerator		
					Other		
					Total	\$	

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*HUD 50058 Unit Type in Parenthesis

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**Allowance for
Tenant-Furnished Utilities
and Other Services**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 9/30/2010)

Locality		Lowell Housing Authority National Grid / Keyspan				Unit Type	Row House / Garden Apartment (Rowhouse/Townhouse)*	Effective	09/01/2011
								Expires	08/31/2012
Utility or Service		Monthly Dollar Allowances							
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Heating	a. Natural Gas	46	61	83	104	126	146		
	b. Electric	42	56	76	95	115	134		
	c. Bottle Gas	115	154	209	260	315	366		
	d. Oil	104	139	188	235	284	330		
Cooking	a. Natural Gas	8	10	13	16	20	21		
	b. Electric	7	9	12	15	18	20		
	c. Bottle Gas	19	24	32	40	50	54		
Other Electricity		25	32	42	52	65	70		
Air Conditioning		6	8	11	13	16	18		
Water Heating	a. Natural Gas	10	12	16	20	25	27		
	b. Electric	12	15	20	25	31	33		
	c. Bottle Gas	24	31	41	51	63	68		
	d. Oil	19	25	33	41	51	55		
Water									
Sewer									
Trash Collection									
Range/Microwave		3	3	4	4	4	4		
Refrigerator		3	3	3	5	5	7		
Other -- specify									
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.						Utility or Service	per month cost		
Name of Family _____ Address of Unit _____ Number of Bedrooms _____						Heating	\$		
						Cooking			
						Other Electric			
						Air Conditioning			
						Water Heating			
						Water			
						Sewer			
						Trash Collection			
						Range/Microwave			
						Refrigerator			
						Other			
						Total	\$		

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**Allowance for
Tenant-Furnished Utilities
and Other Services**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
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Locality		Lowell Housing Authority National Grid / Keyspan			Unit Type Older Multi Family (Low Rise)*		Effective 09/01/2011 Expires 08/31/2012
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	50	65	87	108	130	149
	b. Electric	46	60	80	99	119	136
	c. Bottle Gas	125	164	219	270	325	373
	d. Oil	113	148	197	244	293	336
Cooking	a. Natural Gas	8	10	13	16	20	21
	b. Electric	7	9	12	15	18	20
	c. Bottle Gas	19	24	32	40	50	54
Other Electricity		25	32	42	52	65	70
Air Conditioning		6	7	10	12	14	16
Water Heating	a. Natural Gas	10	12	16	20	25	27
	b. Electric	12	15	20	25	31	33
	c. Bottle Gas	24	31	41	51	63	68
	d. Oil	19	25	33	41	51	55
Water							
Sewer							
Trash Collection							
Range/Microwave		3	3	4	4	4	4
Refrigerator		3	3	3	5	5	7
Other -- specify							
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.					Utility or Service Heating \$ Cooking Other Electric Air Conditioning Water Heating Water Sewer Trash Collection Range/Microwave Refrigerator Other Total \$		per month cost
Name of Family							
Address of Unit							
Number of Bedrooms							

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Allowance for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 9/30/2010)

Locality		Lowell Housing Authority National Grid / Keyspan			Unit Type Older Home Converted (Semi-Detached)*		Effective 09/01/2011 Expires 08/31/2012
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	53	68	91	113	135	151
	b. Electric	49	62	84	104	123	138
	c. Bottle Gas	133	171	229	284	338	379
	d. Oil	120	154	206	256	305	342
Cooking	a. Natural Gas	8	10	13	16	20	21
	b. Electric	7	9	12	15	18	20
	c. Bottle Gas	19	24	32	40	50	54
Other Electricity		25	32	42	52	65	70
Air Conditioning		6	8	11	13	16	18
Water Heating	a. Natural Gas	10	12	16	20	25	27
	b. Electric	12	15	20	25	31	33
	c. Bottle Gas	24	31	41	51	63	68
	d. Oil	19	25	33	41	51	55
Water							
Sewer							
Trash Collection							
Range/Microwave		3	3	4	4	4	4
Refrigerator		3	3	3	5	5	7
Other -- specify							
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.					Utility or Service	per month cost	
					Heating	\$	
Name of Family					Cooking		
					Other Electric		
Address of Unit					Air Conditioning		
					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Range/Microwave		
Number of Bedrooms					Refrigerator		
					Other		
					Total	\$	

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Allowance for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 9/30/2010)

Locality		Lowell Housing Authority National Grid / Keyspan				Unit Type Duplex & Two/Three Family (Semi Detached)*		Effective 09/01/2011 Expires 08/31/2012	
Utility or Service		Monthly Dollar Allowances							
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Heating	a. Natural Gas	56	72	95	118	138	157		
	b. Electric	51	66	87	108	127	144		
	c. Bottle Gas	140	180	238	296	347	395		
	d. Oil	126	163	215	267	313	356		
Cooking	a. Natural Gas	8	10	13	16	20	21		
	b. Electric	7	9	12	15	18	20		
	c. Bottle Gas	19	24	32	40	50	54		
Other Electricity		25	32	42	52	65	70		
Air Conditioning		6	8	11	13	16	18		
Water Heating	a. Natural Gas	10	12	16	20	25	27		
	b. Electric	12	15	20	25	31	33		
	c. Bottle Gas	24	31	41	51	63	68		
	d. Oil	19	25	33	41	51	55		
Water									
Sewer									
Trash Collection									
Range/Microwave		3	3	4	4	4	4		
Refrigerator		3	3	3	5	5	7		
Other -- specify									
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.						Utility or Service		per month cost	
Name of Family _____ Address of Unit _____ Number of Bedrooms _____						Heating		\$	
						Cooking			
						Other Electric			
						Air Conditioning			
						Water Heating			
						Water			
						Sewer			
						Trash Collection			
						Range/Microwave			
						Refrigerator			
Other									
						Total		\$	

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*HUD 50058 Unit Type in Parenthesis

form HUD-52667 (12/97)
ref. Handbooks 7420.8

**Allowance for
Tenant-Furnished Utilities
and Other Services**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 9/30/2010)

Locality		Lowell Housing Authority National Grid / Keyspan				Unit Type Single Family Detached		Effective Expires	09/01/2011 08/31/2012
Utility or Service		Monthly Dollar Allowances							
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Heating	a. Natural Gas	61	82	99	124	141	163		
	b. Electric	56	75	90	114	129	150		
	c. Bottle Gas	152	207	247	312	352	410		
	d. Oil	137	186	223	281	318	369		
Cooking	a. Natural Gas	8	10	13	16	20	21		
	b. Electric	7	9	12	15	18	20		
	c. Bottle Gas	19	24	32	40	50	54		
Other Electricity		25	32	42	52	65	70		
Air Conditioning		11	14	18	23	27	30		
Water Heating	a. Natural Gas	10	12	16	20	25	27		
	b. Electric	12	15	20	25	31	33		
	c. Bottle Gas	24	31	41	51	63	68		
	d. Oil	19	25	33	41	51	55		
Water									
Sewer									
Trash Collection									
Range/Microwave		3	3	4	4	4	4		
Refrigerator		3	3	3	5	5	7		
Other -- specify									
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.						Utility or Service		per month cost	
Name of Family _____ Address of Unit _____ Number of Bedrooms _____						Heating		\$	
						Cooking			
						Other Electric			
						Air Conditioning			
						Water Heating			
						Water			
						Sewer			
						Trash Collection			
						Range/Microwave			
						Refrigerator			
Other									
						Total		\$	

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form HUD-52667 (12/97)
ref. Handbooks 7420.8

Allowance for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 9/30/2010)

Locality		Lowell Housing Authority National Grid / Keyspan			Unit Type Mobile Home (Manufactured Home)*		Effective 09/01/2011	Expires 08/31/2012
Utility or Service		Monthly Dollar Allowances						
6575		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	46	56	72	93	116		
	b. Electric	42	51	66	85	106		
	c. Bottle Gas	116	140	181	232	291		
	d. Oil	105	126	163	210	262		
Cooking	a. Natural Gas	8	10	13	16	20		
	b. Electric	7	9	12	15	18		
	c. Bottle Gas	19	24	32	40	50		
Other Electricity		25	32	42	52	65		
Air Conditioning		9	12	15	19	23		
Water Heating	a. Natural Gas	10	12	16	20	25		
	b. Electric	12	15	20	25	31		
	c. Bottle Gas	24	31	41	51	63		
	d. Oil	19	25	33	41	51		
Water								
Sewer								
Trash Collection								
Range/Microwave		3	3	4	4	4		
Refrigerator		3	3	3	5	5		
Other -- specify								
Actual Family Allowances To be used by the family to compute allowance. Complete below for actual unit rented.						Utility or Service	per month cost	
Name of Family _____ Address of Unit _____ Number of Bedrooms _____						Heating	\$	
						Cooking		
						Other Electric		
						Air Conditioning		
						Water Heating		
						Water		
						Sewer		
						Trash Collection		
						Range/Microwave		
						Refrigerator		
						Other		
						Total	\$	

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*HUD 50058 Unit Type in Parenthesis

form HUD-52667 (12/97)
ref. Handbooks 7420.8

ATTACHMENT F: RAB LIST AND COMMENTS

RAB MEETING

Resident Advisory Board meetings were held on March 13th and May 9th 2012. In attendance at these meetings were members of the RAB as well as LHA staff and Consultant Phillip Mayfield.

Mr. Mayfield explained the goals and objectives for the third Annual Plan (10/1/2012-9/30/2013):

Explanations were given concerning items raised.

1. Residents from Bishop Markham raised issues with the Capital Fund Plan. The item of concern was the failure to upgrade bathrooms and kitchens in the high rise buildings, which the Resident Association for that development had been raising for many years. At this time it was stated that residents were removing items from cabinets as they were in danger of falling off the walls.

LHA Response: The reason for not doing these had to do with higher priorities elsewhere in the agency.

2. Residents from Flanagan raised issue of the need for additional washers and dryers and suggested the under utilized community room be modified to accommodate additional machines. It was noted that due to the large number of residents using personal care assistants, the machines were being used more heavily and were inadequate.

LHA Response: The reason for not doing this was the cost of design and engineering changes.

3. Residents from Archambault asked about the schedule change for balcony work from 2015 to 2012.

LHA Response: The reason for the schedule change was due to appropriate timing changes which could be made.

PUBLIC HEARING

A public hearing was held at the Mercier Center in Lowell on June 13, 2012. During the public comment period and at the public hearing no comments were received.

RAB MEMBERSHIP LIST

First Name	Last Name	Street Address	LRPH Address or HCV Participant
1. Pamela	Miller	20 Morse Street	George W. Flanagan, Ma 1-2
2. Mark	Palo	657 Merrimack St. Apt. #508	Dewey Archambault Towers, Ma 1-6
3. Michelle	McAneney	50 Summer St. Apt. #108	Bishop Markham Village
4. Rosalie	Cullinane	735 Broadway ST. Apt. #B-21	Francis Gatehouse
5. Jose	Rodriguez	436 Adams St. #98	North Common Village
6. Ray	Caunter	137 High Street Apt. #403-E	Fr. Norton Manor
7. Ronald	McMaster	657 Merrimack St. Apt. #205	Dewey Archambault Towers
8. Naomi	Rivera	24 Ave. A	George W. Flanagan
9. Faye	Roberts	735 Broadway St. Apt. #201	Francis Gatehouse
10. Ruth	Grout	735 Broadway St. #H211	Francis Gatehouse
11. Kathy	Finnerty	198 South St. Apt. #112	Bishop Markham Village

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150112 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2012 FFY of Grant Approval: 2012
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	25,424			
3	1408 Management Improvements	50,000			
4	1410 Administration (may not exceed 10% of line 21)	251,158			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	50,000			
10	1460 Dwelling Structures	2,085,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.


³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Lowell Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P00150112 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2012 FFY of Grant Approval: 2012			
Type of Grant <input checked="checked" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	2,511,582			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director 		Date 2/22/2012		Signature of Public Housing Director	
				Date	

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150112 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2012			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Operations	1406	1641	25,424				
PHA Wide	Management Improvements (Network Audit & related equipment / services)	1408	1641	50,000				
PHA Wide	Administration (salary, benefits, insurance on direct CFP personnel)	1410	1641	251,158				
PHA Wide	Fees and Costs (House Doctor A/E services)	1430	1641	50,000				
AMP 1	Security cameras and software AMP wide	1450	524					
AMP 2	Security cameras and software AMP wide	1450	300	50,000				
AMP 3	Security cameras and software AMP wide	1450	426					
AMP 4	Security cameras and software AMP wide	1450	448					
AMP 1	NCV Rehab- LHA seeking to utilize forced labor account method of construction	1460	330	750,000				
AMP 1	Roof Drainage Repair	1460	330	85,000				
AMP 2	Kitchen and Bath Rehab- LHA seeking to utilize forced labor account method of construction	1460	166	750,000				

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150112 CFFP (Yes/ No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2012		
AMP 3	Handicap Conversion Units- LHA seeking to utilize forced labor account method of construction	1460	3					
AMP 3	Elevator Upgrade	1475	399		-			
AMP 4	Kitchen and Bath Rehab- LHA seeking to utilize forced labor account method of construction	1460	90	400,000				
AMP 4	Flooring (FGH and DAT)	1460	179	100,000				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Lowell Housing Authority				Federal FFY of Grant: 2012	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1 – all	03/12/14		03/12/16		
AMP 2 – all	03/12/14		03/12/16		
AMP 3 – all	03/12/14		03/12/16		
AMP 4 – all	03/12/14		02/12/16		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150111 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2011 FFY of Grant Approval: 2011
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	22,999	22,999	22,999	22,999
3	1408 Management Improvements	50,000	50,000	-	-
4	1410 Administration (may not exceed 10% of line 21)	263,481	263,481	263,481	159,802
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	200,000	50,000	-	-
8	1440 Site Acquisition				
9	1450 Site Improvement	492,642	200,000	25,000	-
10	1460 Dwelling Structures	1,205,688	2,048,330	1,449,329	218,149
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	400,000			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Lowell Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P00150111 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2011 FFY of Grant Approval: 2011			
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	2,634,810	2,634,810	1,760,809	400,950
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director <i>Angie K. Wallace</i> Date 1/31/2012		Signature of Public Housing Director Date			

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

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ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150111 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2011			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Operations	1406	1641	22,999	22,999	22,999	22,999	
PHA Wide	Management Improvements (Network Audit & related equipment / services)	1408	1641	50,000	50,000	-	-	
PHA Wide	Administration (salary, benefits, insurance on direct CFP personnel)	1410	1641	263,481	263,481	263,481	159,802	
PHA Wide	Fees and Costs (House Doctor A/E services)	1430	1641	200,000	50,000	-	-	
AMP 1	Security cameras and software AMP wide	1450	524	123,161	50,000	-	-	
AMP 2	Security cameras and software AMP wide	1450	300	123,161	50,000	-	-	
AMP 3	Security cameras and software AMP wide	1450	426	123,160	50,000	-	-	
AMP 4	Security cameras and software AMP wide	1450	448	123,160	50,000	25,000	-	
AMP 1	NCV Rehab- LHA seeking to utilize for account labor	1460	330	717,329	849,329	849,329	67,493	
AMP 2	Kitchen and Bath Rehab- LHA seeking to utilize for account labor	1460	166	200,000	450,000	450,000	4,896	
AMP 4	Kitchen and Bath Rehab- LHA seeking to utilize for account labor	1460	90	288,359	599,001	-	-	

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150111 CFFP (Yes/ No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2011		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP 3	Handicap Conversion Units- LHA seeking to utilize for account labor	1460	3	-	150,000	150,000	145,415	
AMP 3	Elevator Upgrade	1475	399	400,000	-			

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Lowell Housing Authority				Federal FFY of Grant: 2011	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1 – all	07/13/13		07/13/15		
AMP 2 – all	07/13/13		07/13/15		
AMP 3 – all	07/13/13		07/13/15		
AMP 4 – all	07/13/13		07/13/15		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150110 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2010 FFY of Grant Approval: 7/15/2010
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	23,000	23,000	23,000	23,000
3	1408 Management Improvements	200,000	261,220	53,000	53,000
4	1410 Administration (may not exceed 10% of line 21)	317,111	292,325	292,325	292,325
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	175,000	24,757	24,757	24,757
8	1440 Site Acquisition				
9	1450 Site Improvement	492,642	125,000	0	0
10	1460 Dwelling Structures	1,633,383	2,444,810	2,444,810	1,695,539
11	1465.1 Dwelling Equipment—Nonexpendable	5,000			
12	1470 Non-dwelling Structures	319,976			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	5,000			
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Lowell Housing Authority	Grant Type and Number Capital Fund Program Grant No: MA06P00150110 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2010 FFY of Grant Approval: 2010			
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	3,171,112	3,171,112	2,837,892	2,088,621
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director <i>Larry K. Wallace</i> Date 3/31/2012		Signature of Public Housing Director _____ Date _____			

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150110 CFFP (Yes/ No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Operations	1406	1641	23,000	23,000	23,000	23,000	
PHA Wide	Management Improvements (Network Audit & related equipment / services)	1408	1641	200,000	261,220	53,000	53,000	
PHA Wide	Administration (salary, benefits, insurance on direct CFP personnel)	1410	1641	317,111	292,325	292,325	292,325	
PHA Wide	Fees and Costs (House Doctor A/E services)	1430	1641	175,000	24,757	24,757	24,757	
AMP 1	ADA Parking Accessibility	1450	524	123,161	25,000	0	0	
AMP 2	ADA Parking Accessibility	1450	300	123,161	50,000	0	0	
AMP 3	ADA Parking Accessibility	1450	426	123,160	25,000	0	0	
AMP 4	ADA Parking Accessibility	1450	448	123,160	25,000	0	0	
AMP 1	NCV Rehab- LHA seeking to utilize force account labor	1460	330	985,000	1,100,000	1,100,000	1,100,000	
AMP 1	Roof Re-Design	1460		0	90,000	90,000	78,886.60	
AMP 2	Kitchen and Bath Rehab- LHA seeking to utilize for account labor	1460	166	638,383	500,000	500,000	70,756.20	
AMP 2	Water Infiltration-Temple Street	1460	27	0	700,000	700,000	391,086.23	1
AMP 3	Building Exterior-Windows- LHA seeking to utilize for account labor	1460	399	0	20,879	20,879	20,878.77	
AMP 4	Unit Conversion- LHA seeking to	1460	90	0	33,931	33,931	33,931.04	

ATTACHMENT G: CFP ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages								
PHA Name: Lowell Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P00150110 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	utilize for account labor							
AMP Wide	Non-routine vacancy prep	1460	1641	5,000	0			
AMP Wide	Non-routine PM	1460	1641	5,000	0			

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

ATTACHMENT G: CFP ANNUAL STATEMENT

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Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
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[illegible]

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

ATTACHMENT G: CFP ANNUAL STATEMENT

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Capital Fund Program, Capital Fund Program Replacement Housing Factor and
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Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Lowell Housing Authority				Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1 – all	07/13/13		07/13/15		
AMP 2 – all	07/13/13		07/13/15		
AMP 3 – all	07/13/13		07/13/15		
AMP 4 – all	07/13/13		07/13/15		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

ATTACHMENT H: CFP FIVE YEAR PLAN

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

PART I: SUMMARY						
PHA Name/Number LOWELL HOUSING AUTHORITY			Locality (City/County & State)		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2012 _____	Work Statement for Year 2 FFY 2013 _____	Work Statement for Year 3 FFY 2014 _____	Work Statement for Year 4 FFY 2015 _____	Work Statement for Year 5 FFY 2016 _____
B.	Physical Improvements Subtotal	Annual Statement	2,140,000	2,139,095	2,160,000	2,135,000
C.	Management Improvements	Annual Statement	50,000	50,000	25,000	50,000
D.	PHA-Wide Non-dwelling Structures and Equipment	Annual Statement				
E.	Administration	Annual Statement	251,158	251,158	251,158	251,158
F.	Other	Annual Statement	50,000	50,000	50,000	50,000
G.	Operations	Annual Statement	20,424	21,329	25,424	25,424
H.	Demolition	Annual Statement				
I.	Development	Annual Statement				
J.	Capital Fund Financing – Debt Service	Annual Statement				
K.	Total CFP Funds	Annual Statement	2,511,582	2,511,582	2,511,582	2,511,582
L.	Total Non-CFP Funds	Annual Statement	0	0	0	0
M.	Grand Total	Annual Statement	2,511,582	2,511,582	2,511,582	2,511,582

ATTACHMENT H: CFP FIVE YEAR PLAN

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Capital Fund Financing Program

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Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2011 _____	Work Statement for Year 2013 _____ FFY 2013			Work Statement for Year: 2014 _____ FFY		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
SEE ANNUAL Statement	AMP 1 NORTH COMMON VILLAGE REHAB UNITS IN WALKUP BUILDINGS 1460 MA 1-1 Force account labor	330	750,000	AMP 1 NORTH COMMON VILLAGE REHAB UNITS IN WALKUP BUILDINGS 1460 MA 1-1 Force account labor	330	750,000
	AMP 2 GEORGE FLANAGAN REHAB UNITS KIT & BATHS 1460 MA 1-2 Force account labor	166	800,000	AMP 2 GEORGE FLANAGAN-REHAB UNITS KIT & BATHS 1460 MA 1-2 Force account labor	166	800,000
	AMP 3 BISHOP MARKHAM VILLAGE REPLACE ROOFS 1460 MA 1-3	399	140,000	AMP 4- FATHER NORTON MANOR & FRANCIS GATEHOUSE HANDICAP CONVERSION Force account labor	202	50,000
	AMP 2 GEORGE FLANAGAN, TEMPLE ST, MA 1-12, AND MA 1-14 SITE WORK DRIVEWAYS, WALKS, STEPS, FENCING 1450 MA 1-2	300	25,000	AMP 3 BISHOP MARKHAM VILLAGE, MA 1-3, ELEVATOR UPGRADE 1470	399	200,000

ATTACHMENT H: CFP FIVE YEAR PLAN

Annual Statement/Performance and Evaluation Report
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Capital Fund Financing Program

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Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2011 _____	Work Statement for Year 2013 _____ FFY 2013			Work Statement for Year: 2014 _____ FFY		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 4 FATHER NORTON MANOR, DEWEY ARCHAMBAULT TOWERS, FRANCIS GATEHOUSE- SITE WORK DRIVEWAYS, WALKS, STEPS, FENCING-1450	391	25,000	AMP 2 GEORGE FLANAGAN, TEMPLE ST, MA 1-12 AND 1-14 SITE WORK- DRIVEWAYS, WALKS, LANDSCAPING 1450 MA 1-3	300	25,000
	AMP 4- FATHER NORTON MANOR & FRANCIS GATEHOUSE HANDICAP CONVERSION Force account labor	202	100,000	AMP 4 FATHER NORTON MANOR, DEWEY ARCHAMBAULT TOWERS, FRANCIS GATEHOUSE SITE WORK- DRIVEWAYS, WALKS, LANDSCAPING 1450 MA 1-5, 1-6, 1-11	391	25,000
	AMP 4 FRANCIS GATEHOUSE REHAB UNITS KIT & BATHS Force account labor	90	300,000	AMP 1 NORTH COMMON VILLAGE ROOF REPAIRS 1460 MA 1-1	330	85,000
				AMP 2 MA 1-1 & 1-14 BOILER REPLACEMENT 1475	105	204,095
	Subtotal of Estimated Cost		\$2,140,000	Subtotal of Estimated Cost		\$2,139,095

ATTACHMENT H: CFP FIVE YEAR PLAN

Annual Statement/Performance and Evaluation Report
Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

U.S. Department of Housing and Urban Development
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Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY 2015			Work Statement for Year: _____ FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
SEE	AMP 1 NORTH COMMON VILLAGE REHAB UNITS IN WALKUP BUILDINGS 1460 MA 1-1 Force account labor	330	750,000	AMP 1 UNIT RENOVATION 1460 Force account labor	330	750,000
ANNUAL	AMP 1 NORTH COMMON VILLAGE SITE IMPROVEMENT 1450	524	5,000	AMP 1 ROOF DRAINAGE REPAIR 1460	524	100,000
Statement	AMP 2 GEORGE FLANAGAN DOOR REPLACEMENT 1460 Force account labor	300	100,000	AMP 1 SITE IMPROVEMENTS 1450	524	150,000
	AMP 2- MA 1-2, 1-7, 1-12, AND 1-14 DRIVEWAYS, WALKS, STEPS, FENCING 1450	300	25,000	AMP 2 SITE IMPROVEMENTS 1450	300	50,000
	AMP 3 BISHOP MARKHAM VILLAGE, MA 1-3, ELEVATOR UPGRADE	399	200,000	AMP 3 BISHOP MARKHAM VILLAGE ELECTRICAL REDISTRIBUTION 1460	300	300,000

ATTACHMENT H: CFP FIVE YEAR PLAN

Annual Statement/Performance and Evaluation Report
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U.S. Department of Housing and Urban Development
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Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY 2015			Work Statement for Year: _____ FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 3 BISHOP MARKHAM VILLAGE, MA 1-3, ROOF REPLACEMENT 1460	399	100,000	AMP 3 BISHOP MARKHAM VILLAGE-MA 1-3 ROOF REPLACEMENT 1460	152	160,000
	AMP 3 BISHOP MARKHAM VILLAGE ELECTRICAL REDISTRIBUTION 1460	399	50,000	AMP 3 BISHOP MARKHAM VILLAGE HEATING DECENTRALIZATION 1460	152	350,000
	AMP 3 BISHOP MARKHAM VILLAGE, MA 1-3 SITE IMPROVEMENTS 1450	426	5,000	AMP 3 BISHOP MARKHAM MA 1-3 REPLACE ELECTRICAL TRANSFORMERS 160	399	100,000
	AMP 4 MA 1-5, 1-6, 1-11-FATHER NORTON MANOR SITE IMPROVEMENTS-DRIVEWAYS, WALKS, STEPS, FENCING 1450	391	25,000	AMP 4 FRANCIS GATEHOUSE BOILER REPLACEMENT 1460	90	125,000
	AMP 4 MA 1-6, ARCHAMBAULT TOWERS-BALCONY REPAIRS 1460	189	75,000	AMP 4 SITE IMPROVEMENTS 1450	448	50,000

ATTACHMENT H: CFP FIVE YEAR PLAN

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Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY 2015			Work Statement for Year: _____ FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 4- MA 1-6, ARCHAMBAULT TOWERS & FGH FLOORING 1460	189	25,000			
	AMP 2- GEORGE FLANAGAN REHAB UNITS KIT & BATHS 1460 MA 1-2 Force account labor	166	700,000			
	AMP 3 BMV WINDOW REPLACEMENT 1460 Force account labor	399	100,000			
	Subtotal of Estimated Cost		\$2,160,000	Subtotal of Estimated Cost		\$2,135,000

ATTACHMENT H: CFP FIVE YEAR PLAN

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Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2011 _____	Work Statement for Year _____ FFY 2013		Work Statement for Year: _____ FFY 2014	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
Set				
ANNUAL	OPERATIONS 1406	20,424	OPERATIONS 1406	21,329
Statement				
	HA-WIDE MANAGEMENT IMPROVEMENTS 1408	50,000	MANAGEMENT IMPROVEMENTS 1408	50,000
	Network improvements and computer equipment		Network improvements and computer equipment	
	ADMINISTRATION 1410	251,158	ADMINISTRATION 1410	251,158
	FEES/COSTS 1430	50,000	FEES/COSTS 1430	50,000
	RELOCATION 1495.1		RELOCATION 1495.1	
	Subtotal of Estimated Cost	\$371,582	Subtotal of Estimated Cost	\$372,487

ATTACHMENT H: CFP FIVE YEAR PLAN

Annual Statement/Performance and Evaluation Report
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Capital Fund Financing Program

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Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2011 _____	Work Statement for Year _____ FFY 2015		Work Statement for Year: _____ FFY 2016	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
Set				
Annual	OPERATIONS 1406	25,424	OPERATIONS 1406	25,424
Statement				
	MANAGEMENT IMPROVEMENTS 1408	25,000	MANAGEMENT IMPROVEMENTS 1408	50,000
	Network improvements and computer equipment		Network improvements and computer equipment	
	ADMINISTRATION 1410	251,158	ADMINISTRATION 1410	251,158
	FEES/COSTS 1430	50,000	FEES/COSTS 1430	50,000
	RELOCATION 1495.1		RELOCATION 1495.1	
	Subtotal of Estimated Cost	\$351,582	Subtotal of Estimated Cost	\$376,582

ATTACHMENT I: VAWA

7. Termination of Lease¹

D. In accordance with VAWA 2005 (Pub. L. 109-162, 119 Stat. 2960) the LHA lease allows for exception to the federal one-strike criminal activity eviction rule for Residents who are victims of domestic violence, dating violence, or stalking. VAWA explicitly provides that an incident of actual or threatened domestic violence, dating violence, or stalking does not qualify as a serious or repeated violation of the lease or good cause for terminating the assistance, tenancy, or occupancy rights of the- victim. VAWA also provides that criminal activity directly relating to domestic violence, dating violence, or stalking does not constitute grounds for terminating tenancy. The LHA may bifurcate a lease in order to evict, remove, or terminate the assistance of the offender while allowing the victim, who is a lawful occupant, to remain.

¹ On December 13, 2006 this Lease Addendum was approved by the LHA Board of Commissioners.

ATTACHMENT J: CIVIL RIGHTS STATEMENT

***Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.*

NOTICE TO RESIDENTS: AMENDMENT TO THE ADMINISTRATIVE PLAN AND TRANSFER POLICY FOR FEDERAL PUBLIC HOUSING

CIVIL RIGHTS VIOLATIONS JANUARY 11, 2012

The following Policy relative to civil rights violations is included in the Administrative Plan for the Low Rent Public Housing Program, effective January 11, 2012:
Civil Rights Violations

It is the policy of the Lowell Housing Authority (LHA) to administer all aspects of its housing programs without regard to race, color, sex, national origin, religion, familial status or handicap. The Civil Rights Protection Law is designed to protect applicants, residents and their visitors from threats, harassment, violence or abuse while on LHA property. Anyone who believes he/she has been victimized by an alleged discriminatory act in violation of his/her civil rights is strongly urged to report the incident to the Property Manager or to the Lowell Police Department. Employees who observe any act of discrimination must report the incident immediately to their supervisor.

Identifying a Civil Rights Incident

When an LHA employee learns of an incident involving threats, harassment, violence or abuse, he/she should immediately report the incident to their immediate supervisor.

Bias Indicators: Bias indicators are certain facts and circumstances which, coupled with particular language or behavior, suggest that a potential civil rights violation has occurred. The presence of any one indicator does not necessarily mean that a civil rights violation has occurred, but rather is an indication that an administrative inquiry, is required to make a determination.

Bias Motive: Bias motive is hostility, or negative attitude toward , or prejudice against any group or individual due to race, color, national/ethnic origin, religion, gender, sexual orientation or handicap, which is a factor in whole or in part, in the commission of an act. A bias motive can be implied from the presence of one or more of the following list of indicators. This is not an exhaustive list.

Bias Indicators

- The offender and the victim were of different racial, religious, ethnic/national origin, handicap, sexual orientation or gender.
- Bias-related oral comments, written statements or gestures were made by the offender which indicates his/her bias.
- Bias-related drawings, markings, symbols or graffiti were left at the scene of an incident or anywhere on or about the LHA property.
- Certain objects, items, or things which indicate bias were used or left behind by the offender(s).
- The victim is a member of a racial, religious, ethnic/national origin, handicap, sexual orientation or gender group that is outnumbered by members of another group in the area where the victim lives and/or the incident occurred.
- The victim is visiting a location where previous civil rights violations had been committed against other members of his/her racial, religious, ethnic/national origin, handicap, sexual orientation or gender group.
- Victims or witnesses perceive that the incident was motivated by bias.
- The victim was engaged in activities promoting racial, religious, ethnic/national origin, handicap, sexual orientation or a gender group.
- The incident coincided with a holiday relating to, or a date of particular significance to, a racial, ethnic/national origin, handicap, sexual orientation or gender group.
- The offender was previously involved in a similar incident or is a member of, or associates with, a hate group.
- A historically established animosity exists between the victim and the offender's group.
- The victim was in the company of, married to, or dating a member of a targeted group.
- The victim has received harassing mail or phone calls or has been victim of verbal abuse based on his/her affiliation with a targeted group.

Completing the Civil Rights Violation Report Form

A Civil Rights Violation Report Form must be completed for each reported incident. The Property Manager or Assistant Property Manager should complete this form with the resident. Supporting documentation such as police reports should be attached. The incident must be immediately reported to the Assistant Executive Director and a copy of the report should be forwarded to the Executive Office. A conference will be scheduled within three days and held within seven days of the incident. The resident should be advised to report any future incidents to the Property Manager's Office immediately. The resident must also be advised of their right to apply for a transfer and of their right to file a complaint with the

U.S. Department of Housing and Urban Development (HUD), Fair Housing Enforcement Center, under the Fair Housing Act. Additionally, the Property Manager or Assistant Property Manager will inform the resident of possible relief available if the LHA determines there is evidence of a civil rights violation by obtaining a no trespass order against the offender, providing an emergency transfer or eviction of the offender. In an emergency situation, the Property Manager or Assistant Property Manager must obtain immediate police assistance.

Amendment to the Transfer Policy:

Transfers Related to Civil Rights Incidents

A Lowell Housing Authority resident who is a victim of physical harassment, extreme or repeated vandalism to personal property, or extreme or repeated verbal harassment, threats, intimidation, or coercion, which is bias motivated and which cannot be remedied in other ways, such as by LHA eviction of the people responsible for such harassment or other action, may qualify for an emergency transfer to another unit within the development or to another LHA development. Extreme or repeated instances of bias-motivated verbal harassment, threats, intimidation, or coercion may constitute grounds for an emergency transfer, even absent physical injury or property damage suffered by the victim of such verbal harassment, threats, intimidation, or coercion. When a resident requests a transfer due to threats, harassment, violence or abuse containing bias indicators, the transfer request form must state that the transfer request is based upon alleged civil rights violation. The transfer request form will be accepted at the Property Manager's Office and must indicate the date the form was accepted. The resident will be provided a copy of the form. The Property Manager should attach a written recommendation relative to the transfer request and should also attach a copy of the Civil Rights Violation Report Form.

The Property Manager, in consultation with the Assistant Executive Director, will make a determination on the transfer request and will notify the resident within seven days of the request. Upon approval, the Property Manager will place the family on the transfer list within the development or on the transfer list for all other developments, as per the request of the resident.

If a transfer request is denied, a letter will be mailed to the resident listing the specific reasons for the decision. Residents have the opportunity to dispute this determination through the LHA grievance procedure, as found in the Administrative Plan for the Low Rent Public Housing Program.

If you should have any questions regarding this information, please contact your Property Manager at the telephone number or e-mail address listed below:

Dolores Donnelly(978) 364-5364 ddonnelly@lhma.org

Sarita Berrios(978) 364-5322 sberrios@lhma.org

Dennis Mercier(978) 364-5318 dmercier@lhma.org

Denise Ryan(978) 364-5329 dryan@lhma.org

EXAMINATION OF PHA PROGRAMS

The LHA maintains statistics on protected classes in the following programs or parts of programs. The review of LHA files provides the following information on various programs of the LHA. The data is gathered from the LHA files. The tolerance range is an application of the deconcentration methodology of HUD, which basically calls for examination and action (if appropriate) if the percentage of the element analyzed is lower than that for the population in Lowell by 15% or higher by 15%. As the housing authority serves households whose income is less than or equal to 80% of median, the comparison of LHA data is with that same low income population in the City as a whole.

That is, if the numbers of people affected by or using the LHA programs is more than 15% different than the population in the eligible population for housing ($\leq 80\%$ median), then the LHA will look at reasons for that.

In analyzing data which warrants further investigation, we are using the 85% rule. The results in the table column labeled "Within Range" indicates whether the LHA should examine these results more closely and whether some action is warranted to prevent inadvertent discrimination against a particular class.

I should be noted also, that the ACS data while more recent than the US Census in 2010, is fraught with large error rates for what we are looking at. Hence we are using the December 2009 data set developed jointly by HUD and the US Census rather than 2010 ACS estimates published in September 2011.

1. Who is applying for housing and who is being admitted?

- a. While the waiting list may not be open for significant periods of time, when it is open, the LHA maintain statistics on protected classes who are applying and compares them with the population at large in Lowell.
 - b. When inviting applications, the LHA advertises for housing applicants in accordance its Affirmative Fair Housing Marketing Plan.
 - c. The LHA will apply for housing resources when opportunities exist. These resources are rarely made available, but the LHA monitors NOFAs and responds to them accordingly.
2. This is the first year the LHA has analyzed program participation in the charts below. We will compare future years to identify trends that may indicate the need for additional outreach.
 3. HCV rules require that 70% of new admissions to the program be extremely low income [ELI] ($\leq 30\%$ Area Median Income). This favors the admission of protected classes which have a disproportionate share of the ELI population.

Family Public Housing Application Analysis 10/1/10-9/30/11

Class	Applications #	Applications %	# Accepted to Wait List as eligible	% Eligible	Move-Ins #	Move-ins %	City % <=80% Median
Race:							
White	2006	74	58	67	52	70	33%
Black	182	7	7	8	7	10	2%
Asian	469	17	20	23	14	19	5%
Other	47	2	1	1	1	1	8%
Ethnicity:							
Hispanic**	1352	49	45	52	42	56	10%
Sex:							
Male	550	20	25	29	21	28	0%
Female	2164	80	61	71	53	72	0%
Family Status*:							
With Children	1803	66	52	70	46	62	26%
Elderly (62+)	109	4	1	0	1	0	17%
Disabled:	487	18	33	38	28	38	11%

****Hispanic is an ethnic classification which means that it includes all races which are also Hispanic in ethnicity**

Family Public Housing Application Analysis 10/1/10-9/30/11

City % <=80% Median	Source	TOLERANCE RANGE LOW	TOLERANCE RANGE HIGH	APPLICATIONS WITHIN RANGE?	ELIGIBLE WITHIN RANGE?	MOVE-INS WITHIN RANGE?
33%	Census 2010	28%	37.69%	NO	NO	NO
2%	Census 2010	2%	2.83%	NO	NO	NO
5%	Census 2010	4%	5.53%	NO	NO	NO
8%	Census 2010	7%	9.30%	N/A	N/A	N/A
10%	Census 2010	8%	11.38%	NO	NO	NO
0%		0%	0.00%	N/A	N/A	N/A
0%		0%	0.00%	N/A	N/A	N/A
26%		22%	29.74%	NO	NO	NO
17%	ACS 2008	15%	19.87%	NO	NO	NO
11%	ACS 2008	9%	12.54%	NO	NO	NO

Family Public Housing Application Analysis 10/1/10-9/30/11

Change from Prior Year

Applications

Eligible

Admitted

Class	# Change from Prior Year - Applications	% Change from Prior Year - Applications	# Change from Prior Year Eligibility	% Change from Prior Year Eligibility	# Change from Prior Year - Move-Ins	% Change from Prior Year - Move-Ins
Race:						
White	624	3.00	10.00	16.00	4.00	13.00
Black	100	2.00	3.00	1.00	3.00	3.00
Asian	147	1.00	15.00	14.00	9.00	10.00
Other	45	2.00	0.00	0.00	0.00	0.00
Ethnicity:						
Hispanic**	413	4.00	9.00	10.00	6.00	6.00
Sex:						
Male	194	0.00	15.00	12.00	11.00	11.00
Female	732	0.00	13.00	12.00	5.00	11.00
Family Status:						
With Children	591	1.00	12.00	2.00	6.00	6.00
Elderly (62+)	51	1.00	0.00	1.00	0.00	1.00
Disabled:	78	5.00	7.00	7.00	2.00	7.00

The tables above indicate that the changes over a 2 year period should be watched in the coming year to ensure that there are no negative trends affecting protected classes. The decline in white eligible applicants and white move-ins is not a matter of concern at this time. As noted above, the Hispanic decline is probably a reflection of the high percentage of people who are of Hispanic ethnicity who also classify themselves as white racially.

Senior Public Housing Application Analysis 10/1/10-9/30/11

Class	Applications #	Applications %	# Accepted to Wait List as eligible	% Eligible	Move-Ins #	Move-ins %	City % <=80% Median
Race:							
White	824	79	49	84	41	82	33%
Black	57	6	5	9	5	10	2%
Asian	132	13	4	7	4	8	5%
Other	20	2	0	0			8%
Ethnicity:							
Hispanic**	402	39	20	34	15	30	10%
Sex:							
Male	523	51	28	48	24	48	0%
Female	510	49	30	52	26	52	0%
Elderly (62+)	326	32	13	22	13	22	17%
Disabled:	410	40	38	66	34	68	11%

Senior Public Housing Application Analysis 10/1/10-9/30/11

City % <=80% Median	Source	TOLERANCE RANGE LOW	TOLERANCE RANGE HIGH	APPLICATIONS WITHIN RANGE?	ELIGIBLE WITHIN RANGE?	MOVE-INS WITHIN RANGE?
33%	Census 2010	28%	37.69%	NO	NO	NO
2%	Census 2010	2%	2.83%	NO	NO	NO
5%	Census 2010	4%	5.53%	NO	NO	NO
8%	Census 2010	7%	9.30%	N/A	N/A	N/A
10%	Census 2010	8%	11.38%	NO	NO	NO
0%		0%	0.00%	N/A	N/A	N/A
0%		0%	0.00%	N/A	N/A	N/A
17%	ACS 2008	15%	18.92%	NO	NO	NO
11%	ACS 2008	9%	12.54%	NO	NO	NO

Senior Public Housing Application Analysis 10/1/10-9/30/11

Change from Prior Year

Applications

Eligible

Admitted

Class	# Change from Prior Year	% Change from Prior Year	# Change from Prior Year	% Change from Prior Year	# Change from Prior Year	% Change from Prior Year
Race:						
White	334	4.00	-8.00	1.00	-13.00	2.00
Black	36	2.00	2.00	4.00	2.00	5.00
Asian	55	0.00	-3.00	3.00	-3.00	3.00
Other	18	2.00	0.00	0.00	0.00	0.00
Ethnicity:						
Hispanic**	182	2.00	6.00	13.00	2.00	10.00
Sex:						
Male	227	1.00	-5.00	1.00	-8.00	2.00
Female	216	1.00	-4.00	1.00	-6.00	2.00
Elderly (62+)	117	3.00	1.00	4.00	1.00	3.00
Disabled:	360	35.00	-12.00	9.00	-16.00	10.00

The table above indicates that the disabled applications have dropped over the last two years. This bears being watched over the next year to determine if there is a trend. The percentage being admitted is close to the percentage of income eligible disabled in the population.

HCV Participant Analysis 10/1/10-9/30/11

Class	# Applications	% of Applications	# Accepted to Wait List as eligible	% Eligible	# Issued a Voucher	% Issued a Voucher	City % ≤80% Median
Race:							
White	1058	83	60	82	26	81	33%
Black	99	8	3	4	2	6	2%
Asian	90	7	10	14	4	13	5%
Other	24	2	0	0	0	0	8%
Ethnicity:							
Hispanic**	635	50	41	56	15	47	10%
Sex:							
Male	261	21	10	14	7	22	0%
Female	1010	79	63	86	25	78	0%
Family Status*:							
With Children	820	64	51	69	21	65	26%
Elderly (62+)	28	2	0	0	0	0	17%
Disabled:	339	27	34	47	14	44	11%

HCV Participant Analysis 10/1/10-9/30/11

City % <=80% Median	Source	TOLERANCE RANGE LOW	TOLERANCE RANGE HIGH	APPLICATIONS WITHIN RANGE?	ELIGIBLE WITHIN RANGE?	MOVE-INS WITHIN RANGE?
33%	Census 2010	28%	37.69%	NO	NO	NO
2%	Census 2010	2%	2.83%	NO	NO	NO
5%	Census 2010	4%	5.53%	NO	NO	NO
8%	Census 2010	7%	9.30%	N/A	N/A	N/A
10%	Census 2010	8%	11.38%	NO	NO	NO
0%		0%	0.00%	N/A	N/A	N/A
0%		0%	0.00%	N/A	N/A	N/A
26%		22%	29.74%	NO	NO	NO
17%	ACS 2008	15%	19.87%	NO	NO	NO
11%	ACS 2008	9%	12.54%	NO	NO	NO

HCV Participant Analysis 10/1/10-9/30/11

TRACT	2010 Tract Poverty %	# HCV Participants 7/1/2010 - 6/30/2011	% of all HCV 7/1/2010 - 6/30/2011
3110	57.3	75	5.09%
3101	34.5	126	8.55%
3111	34.4	16	1.09%
3111	28.1	52	3.53%
3120	27.7	25	1.70%
3112	27.2	39	2.65%
3104	24.1	78	5.29%
3119	23.3	42	2.85%
3124	20.8	41	2.78%
Subtotal Tracts above 20% Poverty		494	33.51%
3122	18.6	69	4.68%
3107	15	110	7.46%
3116	14.8	15	1.02%
3118	14.7	54	3.66%
3121	14.4	46	3.12%
3103	14.2	142	9.63%
3117	13.5	61	4.14%
3102	8	80	5.43%
3114	7.9	158	10.72%
3113	7.8	46	3.12%

Change from Prior Year

TRACT	Number	%
3110	11	17%
3101	11	10%
3111	4	33%
3111	15	41%
3120	5	25%
3112	6	18%
3104	11	16%
3119	5	14%
3124	8	24%
Subtotal	76	18%
3122	11	19%
3107	12	12%
3116	1	7%
3118	4	8%
3121	10	28%
3103	14	11%
3117	13	27%
3102	14	21%
3114	12	8%
3113	6	15%

TRACT	2010 Tract Poverty %	# HCV Participants 7/1/2010 - 6/30/2011	% of all HCV 7/1/2010 - 6/30/2011
3105	6.6	40	2.71%
3115	5.2	20	1.36%
3123	4.2	31	2.10%
3125.02*	2.7		0.00%
3106.02*	2.6		0.00%
3125.01*	2.6	40	2.71%
3106.01*	2.2	68	4.61%
Subtotal Tracts below 20%		980	66.49%
Port Ins		60	4.07%
Port Outs		84	5.70%

TRACT	Number	%
3105	5	14%
3115	5	33%
3123	7	29%
3125.02	0	
3106.02	0	
3125.01	5	14%
3106.01	7	11%
Subtotal	126	15%
Port Ins	8	15%
Port Outs	-11	-12%

* Tracts 3125.01 and 3125.02 are combined in the LHA system as are 3106.01 and 3106.02

The traditional marker for undue poverty concentration is a tract having a percentage of people in poverty above 20%. The table above indicates that over the last two years, there has been an increase in vouchers being used in higher poverty tracts. If this is a trend the LHA will take a closer look at its briefing sessions and counseling and examine what other factors might be at work.

Family Public Housing Resident Analysis 10/1/10-9/30/11

Class	Resident %		City % s <=80% Median	Source
Race:				
White	74		33%	Census 2010
Black	5		2%	Census 2010
Asian	21		5%	Census 2010
Other	0		8%	Census 2010
Ethnicity:				
Hispanic**	53		10%	Census 2010
Elderly (62+)	20		17%	ACS 2008
Disabled:	58		11%	ACS 2008

Change from Prior Year

Class	# Change from Prior Year	% Change from Prior Year
Race:		
White	2.00	0.03
Black	1.00	0.11
Asian	1.00	0.08
Other	0.00	1.00
Ethnicity:		
Hispanic**	0.00	0.00
Elderly (62+)	2.00	0.00
Disabled:	2.00	0.00

Senior Public Housing Resident Analysis10/1/10-9/30/11

Class	Residents %		City % <=80% Median	Source
Race:				
White	86		33%	Census 2010
Black	5		2%	Census 2010
Asian	9		5%	Census 2010
Other	0		8%	Census 2010
Ethnicity:				
Hispanic**	21		10%	Census 2010
Sex:				
Male	46		0%	
Female	54		0%	
Disabled:	84		11%	ACS 2008

Change from Prior Year

Class	# Change from Prior Year	% Change from Prior Year
Race:		
White	0.00	0.06
Black	1.00	0.19
Asian	0.00	0.02
Other	1.00	0.00
Ethnicity:		
Hispanic**	1.00	0.15
Sex:		
Male	1.00	0.06
Female	1.00	0.07
Disabled:	2.00	0.04

HCV Participant Analysis 10/1/10-9/30/11 Change from Prior Year

Class	Participants %		City % <=80% Median	% Change
Race:				
White	85		33%	
Black	5		2%	
Asian	10		5%	
Other	0		8%	
Ethnicity:				
Hispanic**	44		10%	
Sex:				
Male	17		0%	
Female	83		0%	
Family Status*:				
With Children	51		26%	
Elderly (62+)	16		17%	
Disabled:	53		11%	

Class	%
Race:	
White	0.00
Black	0.00
Asian	0.00
Other	0.00
Ethnicity:	
Hispanic**	2.00
Sex:	
Male	0.00
Female	0.00
Family Status*:	
With Children	1.00
Elderly (62+)	2.00
Disabled:	0.00

The above three tables indicate that in general protected classes who are income eligible for the LHA's housing in fact have a higher percentage occupying such housing than their percentage in the Lowell population as a whole.

PROGRAM PARTICIPATION ANALYSIS

The LHA runs a number of ancillary programs designed to benefit tenants and participants in LHA housing. These are catalogued each year in terms of whom they target and the number of beneficiaries. These include the following:

- a. Asset development of public housing and voucher participants by implementing a Family Self Sufficiency Program, which is designed to mentor public housing residents to improve their job success. The program enables families which improve their earnings to escrow their additional income 30% of which would have been used to pay additional rent. Escrow funds can be used for college or vocational school fees or for homeownership.
- b. Providing homeownership counseling and assistance to those seeking to become homeowners.
- c. Distributing capital funds for housing improvements according to objective analysis of that need and redevelopment plans, without consideration of the occupants classes but mindful of the needs of all protected classes.
- d. Providing programs focusing on academic improvement, summer programs and other support programs designed to close the achievement gap for public housing families.

Special Program Participant Analysis 4/1/10-3/31/11

Class	Home-ownership (Numbers)	Public Housing Family Self-Sufficiency %s	HCV Family Self Sufficiency %s	Social Service Programs %s		City % ≤80% Median	Source
Race:	(#)	(%)	(%)	(%)			
White	12	0	85	N/A		33%	Census 2010
Black	2	0	11	N/A		2%	Census 2010
Asian	3	0	3	N/A		5%	Census 2010
Other	0	0	0	N/A		8%	Census 2010
Ethnicity:							
Hispanic**	6	0	63	N/A		10%	Census 2010
Sex:							

Class	Home-ownership (Numbers)	Public Housing Family Self-Sufficiency %s	HCV Family Self Sufficiency %s	Social Service Programs %s		City % ≤80% Median	Source
Male	2	0	4	N/A		0%	
Female	15	0	93	N/A		0%	
Family Status*:							
With Children	12	0	89	N/A		26%	
Elderly (62+)	0	0	4	N/A		17%	ACS 2008
Disabled:	1	0	11	N/A		11%	ACS 2008

Note that all these programs are engaged in voluntarily

As these programs are voluntary it is not useful to apply the 15%+/- rule used in the housing admissions programs. However, it does provide useful information to explore how the programs are working in terms of serving the populations which the agency houses.

The LHA also provides education for applicants, staff and landlords in its programs on Fair Housing Issues and conducts other efforts to assist people in securing housing of choice.

The listing below is divided into two groups.

Group A are those activities which are more directly linked to ensuring fair housing.
Group B are those activities which are indirectly linked to the efforts to ensure that LHA participants can access housing of their choice.²

² HUD has issued the following guidance with respect to Fair Housing: Agencies need to examine their communities in terms of the following:

- Segregated Areas and Areas of Increasing Diversity and/or Racial/Ethnic Integration
- Racially/Ethnically Concentrated Areas of Poverty
- Access to Existing Areas of High Opportunity
- Major Public Investments
- Fair Housing Issues, Services, and Activities

A. Direct Fair Housing Activities

1. The LHA provides information at Voucher Issuance to all participants on how to file a Fair Housing Complaint with handouts and invites the City of Lowell's Fair Housing and Fair Rent staff to participate in briefings and training.
2. Provides opportunities for LRPH and HCV staff training in Fair Housing, on a regular basis. The last training occurred in May 2012.
3. Quarterly monitoring of income deconcentration by development and where necessary implements income skipping measures.
4. When available, employment opportunities are advertised in accordance with Equal Employment Opportunity
5. When necessary, opportunities to apply for housing are advertised in accordance with Affirmative Fair Housing Marketing Plan.
6. Continued to provide translators as necessary and translated all informational documents distributed to residents.

B. Indirect Fair Housing Activities

1. Continue planning of affordable housing using a mixed income approach, while maintaining Section 8 project based units.
2. Continue to implement Voucher Homeownership Program to help participants address the high cost of housing.
3. Promote asset development of public housing and voucher participants by sustaining a Family Self Sufficiency Program, which can be used for homeownership.
4. To improve public housing quality, maintain implementation schedule for capital fund program.
5. To assist as many families as possible with the high cost of housing, had 95% lease up rate for housing choice voucher program as of 9/1/2011. The average nationwide lease up rate is 91%.
6. Work with Lowell Public Schools to operate "After School" to improve educational outcomes for children in grades 3 through 8 at two family developments.
7. To increase youth educational outcomes and (permitting adults to work), this program has operated for two years and served more than 40 children.
8. Continue to assist seniors and the disabled at all developments with the assistance of an on-site Elder Services staff member.

CITY OF LOWELL IMPEDIMENTS TO FAIR HOUSING AND SUPPORT BY THE LOWELL HOUSING AUTHORITY

SUMMARY OF INTRODUCTION TO THE 2011 AI OF THE CITY OF LOWELL

The role of economics, historical housing patterns, and personal choice are important to consider when examining fair housing choice. The decision of where to live depends largely on income. The economics of the marketplace control the availability of housing to households with limited income and may lead to the concentration of minority groups in certain neighborhoods with apartments that are more affordable than in other neighborhoods. Historically, zoning and development patterns also played a significant role in housing choice. Block groups in downtown Lowell are primarily made up of larger multi-family housing stock, whereas the outer neighborhoods tend to have fewer multi-family rental properties and many more single-family residences. Personal choice is an important consideration in the examination of fair housing issues. Every household regardless of race, disability, or other characteristic is free to choose where to reside. Ethnic groups may prefer to live in neighborhoods where they may have family and purchase goods from ethnic markets.

While economics, historical housing patterns, and personal choice are important considerations, the purpose of the fair housing laws extend beyond these basic issues to consider discrimination reflected within the housing delivery system. The impediments identified in this report are based on the principle that each household has the opportunity to make a personal housing choice that is within their economic means.

The City of Lowell has made progress on most of the impediments cited in the 2006 AI. Policy and recommendations have been included to guide future development of the city in a manner that will improve the quality of life for all of the residents of Lowell. The Master Plan analyzes the issue of clusters of poverty housing in the downtown census tracts that have been a result of years of historical housing patterns and obsolete zoning policy that has not kept up with unique needs of urban downtown areas.

The following identifies and discusses impediments identified for 2011. The impediments include any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin that restrict housing choices or the availability of housing choice. It also recommends actions to reduce or prevent identified impediments. Additionally, it summarizes impediments identified in the 2006 Analysis of Impediments to Fair Housing Choice and evaluates progress made with these impediments. The actions discussed are based in part on recommendations from the community through public hearings, the 2011 AI survey and organizational focus meetings conducted by the Lowell Department of Planning and Development.

2011 IMPEDIMENTS TO FAIR HOUSING CHOICE

Impediment 1 and Recommendations: Lack of Fair Housing Outreach and Education:

The City of Lowell currently lacks fair housing outreach and education on the community-wide level. Input received during the City's outreach efforts in the development of this document indicates that local housing and social service providers are knowledgeable about fair housing rules and assist clients in a wide range of housing matters, including discrimination (see Section 5.2). While this education and advocacy is valuable, these efforts typically only reach a small population and are not providing outreach community-wide. Many organizations stressed the need for a coordinated effort to provide training and outreach targeting all Lowell residents. The availability of these services will help residents develop an increased understanding of their rights under the law. Such coordinated training and outreach would also be valuable to organizations and entities that have an impact on housing access and availability including non-profit service providers, land use boards and commissions and landlord/ real-estate organizations.

Actions to be Taken to Address this Impediment

Opportunities to educate the public on fair housing should be supported by the City of Lowell and its partner agencies to demonstrate that Lowell "affirmatively furthers fair housing." Renters and homeowners need access to information regarding their fair housing rights under the law. Furthermore, real estate agents, landlords and property owners will benefit from education and trainings on their fair housing responsibilities. The City and its partner agencies will continue to support new fair housing outreach and training initiatives, especially those on the community-wide level. Additionally, as part of its commitment to addressing fair housing issues, the City and its partner agencies will continue to work with and support local area service providers in their efforts to distribute fair housing information and guidance to residents of the City of Lowell.

Commitment of the Lowell Housing Authority for the Year 10/1/2012 - 9/30/2013

The LHA has cooperated with the City in training of staff and in working with private landlords who utilize LHA resources such as vouchers. For the coming year, the LHA will continue to provide training and information regarding fair housing to all residents, staff and landlords participating in the Section 8 Program.

Impediment 2 and Recommendations: Lack of Fair Housing Enforcement:

The City of Lowell currently lacks a direct and accessible process for reporting potential acts of housing discrimination. Filing a discrimination case is a lengthy process requiring extensive resources and knowledge of the legal system. While there are many organizations in Lowell that are able to provide guidance to their specific client base, these organizations are limited in the amount of time and resources they are able to dedicate to potential cases of housing discrimination. In most cases, clients are referred out to MCAD or a private attorney. The availability of these fair housing services will make it easier for residents to file a complaint if they believe they have been victims of discrimination.

Actions to be Taken to Address this Impediment

In combination with outreach and education efforts undertaken to address Impediment

1, the City and its partner agencies should also work to encourage and educate local residents on the different avenues for reporting acts of housing discrimination. In addition, the City and its partner agencies will work with local housing service providers to make the process for reporting fair housing violations more accessible and direct.

Commitment of the Lowell Housing Authority for the Year 10/1/2012 - 9/30/2013

The LHA provides written guidance and training of residents and voucher participants on their fair housing rights. This includes providing information on how to file a fair housing complaint. Also the LHA held a Fair Housing Seminar which focused on Civil Rights for staff and residents in May. This seminar was conducted by the Fair Housing Center of Greater Boston and was beneficial to all who attended.

Impediment 3 and Recommendations: Potential for Discrimination against Children with Families Due to the Presence of Lead Paint:

The City of Lowell's Lead Abatement Program has made substantial progress in providing outreach and education regarding lead paint poisoning and Massachusetts lead paint laws to both property owners and renters. Since 2000, as a recipient of HUD's Lead Abatement grant, the City has assisted 787 units in removing lead-based paint with direct financial assistance. Despite these efforts however, The Massachusetts Department of Health and Human Services continues to classify Lowell as a "high-risk" community for cases of lead poisoning. This designation, coupled with a sizable inventory of housing units built before 1978 (according to 2009 ACS data- over 80% of the city's housing stock), indicate the need to continue outreach and abatement in order to avoid the potential for discrimination against families with young children.

Actions to be Taken to Address this Impediment

The City's Lead Abatement Department will continue to address this problem by assisting landlords with the high cost of lead abatement and aggressively accessing additional Federal and State resources. Furthermore, the City will continue to address the financial burden associated with lead abatement by providing grants, deferred loans and low-interest loans to investors who create multi-family housing of 4 or fewer units, subject to the availability of funding.

Commitment of the Lowell Housing Authority for the Year 10/1/2012 - 9/30/2013

The LHA conducts a rigorous inspection of its public housing properties and of the premises leased by participants in its voucher programs. For the Section 8 Housing Choice Voucher Program, a landlord must provide a letter of lead compliance for every unit occupied by a child under the age of 6 years. Annual inspections are completed and any peeling or chipping paint is addressed. In Public Housing, annual inspections are conducted and the presence of peeling or chipping paint is reported to the Property Manager for assessment. Additionally, upon renovation of an apartment, an inspection is conducted by a licensed lead inspector to determine if lead paint is present in the unit. If lead paint is detected, a licensed de-leader will take the necessary actions to remove or encapsulate the paint. Upon completion, a letter of lead compliance is obtained for the apartment. Many of our units have been inspected and have letters of lead compliance on file.

Recommendation 4: Continue to encourage the development of a variety of housing options for individuals of mixed incomes—especially in areas of high concentrations of minority and low-income populations:

The City of Lowell has historically been home to significant populations of low income, immigrant and minority populations. This historical trend continues at present and has presented challenges for the City when attempting to circumvent the adverse effects associated with “pockets of poverty.” The City has made significant progress in recent years to de-concentrate poverty in its downtown neighborhood with the development of market rate units in former industrial mill buildings. More than 1,600 units were added to the City’s housing stock since 2000 to Lowell’s downtown, without losing a single affordable unit. To continue to deconcentrate these areas of low-income and minority populations, the City should continue to encourage the development of a variety of housing options for individuals of mixed incomes. Diversifying housing options in areas with low-income and minority concentrations will work to reduce these concentrations without displacing any affordable housing throughout the city.

Actions To Be Taken To Address This Recommendation:

The City will continue to encourage and support a range of housing options throughout all sections of Lowell. When possible, housing developments in the City’s “Areas of Opportunity” will be given preference for federal funding. The City will continue to work to concentrate its HOME and Neighborhood Stabilization Program funds in designated “Opportunity Areas” where there is less concentration of minority and low-income households outside of the City center. In addition to supporting the redevelopment of new affordable units in these areas, the City will also continue to work with the Lowell Housing Authority to locate local Project Based Vouchers in Opportunity Areas to further support housing options for Lowell households and deconcentrate subsidized housing.

These projects, coupled with the additional development of market rate housing in downtown Lowell, help to deconcentrate low-income housing in the City’s center and ensure the availability of a range of housing options throughout Lowell.

Commitment of the Lowell Housing Authority for the Year 10/1/2012 - 9/30/2013

The LHA supports this effort with a number of policies and procedures:

1. Counseling for people being issued vouchers includes information about the advantages of using vouchers in low poverty neighborhoods including a list of such neighborhoods
2. A relocation counselor has worked with approximately 75 former JDS residents who have received Section 8 Vouchers to relocate them to areas of opportunity. Residents were provided with information regarding the benefits of relocating out of high poverty areas. This effort was conducted with the Division of Leased Housing Programs and many families have been very successful in securing apartments and single family homes.
3. Maps identifying areas of high poverty are provided at Section 8 Briefing Sessions.
4. Homeownership is another mechanism to bring families out of high poverty areas into other areas of the community. The LHA has been successful with assisting Section 8 participants to attain this goal and will continue to recruit new families in the coming year.

Recommendation 5: Promote Diversity on City Boards and Commissions:

Since the release of the 2006 AI, progress has been made to diversify many of the City's boards and commissions. In response to the growing number of new immigrants in the City and in recognition of the need to advocate for these families the City initiated the Immigration Commission. The City also appoints members to its Disability Commission whose job is to advise the City Manager on issues related to Lowell's handicapped population. With the exception of these two boards, however, members on the more than 20 Boards and Commission in the City are still not representative of Lowell's diverse population. This lack of representation, especially on some of the City's land use boards, has the potential to impact the availability and accessibility of housing for households falling within a protected class. The City should continue to take the appropriate steps to work towards providing these diverse demographics with proper representation on City Boards and Commissions.

Actions To Be Taken To Address This Recommendation:

The City will continue to work proactively and aggressively to increase the applicant pool for openings on City Boards and Commissions through the use of the city website, list serves, email blasts and other social media, in addition to the more traditional use of the newspaper. Alternative methods for increasing civic engagement by the City's minorities will also continue to be explored and supported.

Commitment of the Lowell Housing Authority for the Year 10/1/2012 - 9/30/2013

At the present time, the Lowell Housing Authority Board of Commissioners is made up of two women, who occupy the Chair and Vice-chair positions. and three men. The Vice-Chair person on the Board is a woman of African decent. The LHA will work with the City of Lowell in recommending appropriate referrals to the various Boards within the City of Lowell.

Recommendation 6: Formalize a Limited English Proficiency (LEP) Plan:

In August 2000, Executive Order 13166 titled "Improving Access to Services by Persons with Limited English Proficiency" was issued. The Order requires federal agencies and recipients of federal funds to assess and address the needs of otherwise eligible persons seeking access to federally conducted programs and activities who, due to LEP cannot fully and equally participate in or benefit from those programs and activities. While the City has several mechanisms in place to ensure that the diverse populations of Lowell are granted equal access to information and services provided by the City, these policies and procedures are not formalized in an LEP Plan. The development of such a plan will provide the City with an opportunity to assess its current practices and identify steps it can take to ensure equal access to its programs is available to all residents.

Actions To Be Taken To Address This Recommendation:

The City will work to formalize a Limited English Proficiency (LEP) Plan in order to better serve the needs of Lowell's diverse populations.

Commitment of the Lowell Housing Authority for the Year 10/1/2012 - 9/30/2013

The LHA has its own LEP policy and procedures and has proceeded to create documents which are needed for some populations with limited English proficiency. It plans to continue adding to these documents in the coming year. The LHA will also provide translators as needed for individual meetings, group meetings or conferences/seminars. In addition the LHA will support the City of Lowell through our LEP Policy.

ATTACHMENT K: CERTIFICATIONS

To be attached after Board approval also mailed separately

Lowell Housing Authority



350 Moody Street • PO Box 60 • Lowell, Massachusetts 01853-0060 • (978) 937-3500
Fax: (978) 937-5758 • TDD: 1-800-545-1833 Ext. 178 • www.lhma.org

Dr. Gary K. Wallace
Executive Director

July 11, 2012

Kristin J. Ross-Sitcawich
Chairperson
Rosaline Willie-Bonglo
Vice Chairperson
Walter J. Flynn, Jr.
Walter Timothy Green
Michael G. Zaim
Commissioners

Ms. Marilyn B. O'Sullivan, Director
Office of Public Housing
Department of HUD
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street, Room 553
Boston, Ma 02222-1092
Attn: Ms. Gail Wholey

Dear Ms. O'Sullivan:

Please be advised that the Lowell Housing Authority's 2012 Annual Plan has been sent electronically via the HUD website on July 12, 2012.

In accordance with HUD's Notice PIH 99-51, please find enclosed the original signatures on the Certifications as required to be submitted to you via U.S. mail. These certifications include: HUD-50077, HUD50077-SL, SF-LLL, HUD-50070, HUD-50071, and HUD-50077-CR. In addition, please find enclosed extract from the Board of Commissioners meeting held July 11, 2012.

If you have any questions or require additional information, please do not hesitate to contact my office.

Sincerely,


Dr. Gary K. Wallace
Executive Director

GKW/mr
Enc.

"A STRONG COMMITMENT TO RESIDENT INITIATIVES"



EQUAL OPPORTUNITY

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C E R T I F I C A T E

I, the undersigned, duly appointed, qualified and Secretary of the Lowell Housing Authority, do hereby certify:

THAT the attached extract from the minutes of a Regular Meeting of the members of the Lowell Housing Authority, held **on Wednesday, July 11, 2012**, is a true and correct copy of the original minutes of said meeting on file and of record, insofar as said original minutes relate to the matter set forth in said attached extract; and

THAT on the date of the meeting, each member present and voting was a resident of the City of Lowell, Massachusetts;

THAT notice of a Regular Meeting was duly filed more than forty-eight hours prior thereto with the Clerk of the City of Lowell, Massachusetts, in accordance with the requirements of Section 23A, Chapter 39 of the General Laws, as amended. (Chapter 626, Acts 1958)

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority this 12th day July 2012.


Secretary

SEAL

"A STRONG COMMITMENT TO RESIDENT INITIATIVES"



EQUAL OPPORTUNITY

PHA Certifications of Compliance with PHA Plans and Related Regulations	U.S. Department of Housing and Urban Development Office of Public and Indian Housing Expires 4/30/2011
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**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ☒ Annual PHA Plan for the PHA fiscal year beginning 10/1/12 hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Lowell Housing Authority

MA001

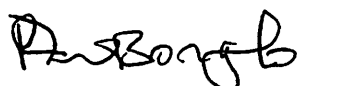
PHA Name

PHA Number/HA Code

 5-Year PHA Plan for Fiscal Years 20 - 20

 X Annual PHA Plan for Fiscal Years 20 11 - 20 12

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Rosaline Willie-Bonglo	Vice-Chairperson
Signature	Date
	

**EXTRACT FROM THE MINUTES OF A REGULAR MEETING HELD
ON WEDNESDAY, JULY 11, 2012**

A **Regular Meeting** of the members of the Lowell Housing Authority was held on this date, **Wednesday, July 11, 2012**, in the Conference Room, Armand P. Mercier Multi-Service Center, 21 Salem Street, Lowell, Massachusetts. The meeting was called to order at **5:00 P.M.** by Vice Chairwoman Rosaline Willie-Bonglo .

Upon direction of the Vice Chairwoman, the Secretary called the roll of membership, which resulted as follows:

Present: Mr. Zaim, Mr. Flynn, Mr. Green, Ms. Willie-Bonglo
Absent: Mrs. Ross-Sitcawich

The Vice Chairwoman declared a quorum present and the meeting opened for the transaction of business.

THIRD ANNUAL PHA PLAN FOR FISCAL YEAR 2012

The following Resolution was introduced by Mr. Flynn, read in full and considered (see attached Resolution).

A motion was made by Mr. Green and seconded by Mr. Zaim to adopt said Resolution as introduced and read approving submittal of the Third Annual PHA Plan for Fiscal Year 2012.

A roll call vote was taken with the following results:

Yeas: Mr. Zaim, Mr. Flynn, Mr. Green, Ms. Willie-Bonglo
Nays: None
Absent: Mrs. Ross-Sitcawich

The Vice Chairwoman declared the motion carried and the vote adopted.


DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 5th			5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:		
6. Federal Department/Agency: Department of Housing & Urban Development			7. Federal Program Name/Description: CFDA Number, if applicable: PHA Plan		
8. Federal Action Number, if known: N/A			9. Award Amount, if known: \$ N/A		
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A			b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): N/A		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: <u></u> Print Name: <u>Dr. Gary K. Wallace</u> Title: <u>Executive Director</u> Telephone No.: <u>978-364-5314</u> Date: <u>07/11/2012</u>		
Federal Use Only:					Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Civil Rights Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Lowell Housing Authority

MA001

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

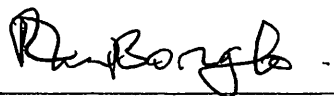
Name of Authorized Official

Rosaline Willie-Bonglo

Title

Vice-Chairperson

Signature



Date

07/11/12

Certification for a Drug-Free Workplace

U.S. Department of Housing
and Urban Development

Applicant Name

LOWELL HOUSING AUTHORITY

Program/Activity Receiving Federal Grant Funding

PHA PLAN

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Dr. Gary K. Wallace

Title

Executive Director

Signature

Date

X

07/11/2012

form HUD-50070 (3/98)

ref. Handbooks 7417.1, 7475.13, 7485.1 & 3

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

LOWELL HOUSING AUTHORITY

Program/Activity Receiving Federal Grant Funding

PHA PLAN

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Dr. Gary K. Wallace

Title

Executive Director

Signature

Date (mm/dd/yyyy)

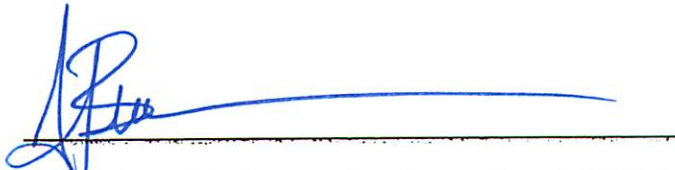
07/11/2012

Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, ADAM BAAGKE the ASSISTANT CITY MANAGER certify that the Five Year and
Annual PHA Plan of the LOWELL HOUSING AUTHORITY is consistent with the Consolidated Plan of
CITY OF LOWELL prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official